



Agenda

AIRPORTS COMMITTEE

February 13, 2019

11:00 A.M.

Director of Airport's Office
550 Sally Ride Drive, Concord

Supervisor Diane Burgis, Chair
Supervisor Karen Mitchoff, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference
of the Committee

1. Introductions
2. Review and approve record of meeting for October 31, 2018
3. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes)
4. Interview and determine candidates for one (1) Member at large seat on the Aviation Advisory Committee
5. Discuss the progress regarding the Byron Airport General Plan Amendment (Will Nelson, Department of Conservation and Development)
6. Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson)
7. Review and recommend allocation of approximately \$50,000 from the Mariposa Community Benefit fund to complete the FAA process to re-designate 36-acres of airport land for non-aeronautical use
8. Review and recommend allocation of approximately \$49,000 from the Mariposa Community Benefit fund to complete a water service and environmental analysis at Byron Airport
9. Review and recommend allocation of approximately \$105,000 from the Mariposa Community Benefit fund to consider the purchase of a modular Aircraft Rescue and Firefighting/maintenance storage building at Byron Airport
10. Discuss the Selection Committee ranking for the architectural design for the Terminal building project at Buchanan Field Airport
11. Discuss the Selection Committee ranking to lease the maintenance hangar located at 505 Eagle Court at Byron Airport

12. Airport Director's Report (Status of 12.1-12.4 agenda items):
 1. 3-acre business park development, Buchanan Field Airport
 2. 4.6-acre development, Buchanan Field Airport
 3. Airport Layout Plan, Buchanan Field Airport
 4. Release of 16-acres for non-aeronautical use, Buchanan Field Airport
13. Discuss and accept the Airport Committee meeting schedule for 2019
14. Future agenda items
15. Adjourn

The Airports Committee will provide reasonable accommodations for persons with disabilities planning to attend Airports Committee meetings. Contact the staff person listed below at least 96 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Airports Committee less than 96 hours prior to that meeting are available for public inspection at 550 Sally Ride Drive, Concord, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Keith Freitas, Committee Staff
Phone (925) 681-4200, Fax (925) 646-5731
keith.freitas@airport.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

2.

Meeting Date: 02/13/2019

Subject: Review and approve record of meeting for October 31, 2018 (Chair)

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: **Contact:** Beth Lee, (925) 681-4200

Referral History:

Not applicable.

Referral Update:

Not applicable.

Recommendation(s)/Next Step(s):

Review and approve record of meeting for October 31, 2018 (Chair).

Fiscal Impact (if any):

Not applicable.

Attachments

Airport Committee Minutes 10-31-18



Agenda

AIRPORTS COMMITTEE

October 31, 2018

11:00 A.M.

Director of Airport's Office
550 Sally Ride Drive, Concord

Supervisor Diane Burgis, Chair
Supervisor Karen Mitchoff, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

Present: Diane Burgis, Chair
Karen Mitchoff, Vice Chair

1. Introductions

Chair Supervisor Burgis began introductions around the room and welcomed the attendees.

2. Review and Approve record of meeting for July 18, 2018.

AYE: Chair Diane Burgis, Vice Chair Karen Mitchoff
Passed

3. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

There was no public comment.

4. Receive an update from the Aviation Advisory Committee (Maurice Gunderson, Aviation Advisory Committee Chair).

AAC Chair Maurice Gunderson gave an update on several airport related topics that included: noise outreach, new Buchanan Field and Byron Airport rates and charges, non-aviation commercial development sites at Buchanan Field, and a proposed Byron Airport public viewing plaza.

5. Receive an update from District III Supervisor and Airport staff regarding Unmanned Aerial System (UAS) opportunities in Contra Costa County.

The Airport Committee and Board of Supervisors (Board) have expressed interest in Unmanned Aerial Systems (a.k.a drones) use and business opportunities within Contra Costa County. A drone software company called 3DR conducted testing of their software inspection out of Byron Airport to inspect Runway pavements by using drones and drone software. By utilizing the drone software, the cost would be significantly less, and the process would take approximately 30 minutes compared to hours. Staff continues to look at opportunities to incorporate drones as various companies have expressed interest in doing business at both Airports.

6. Discuss the approved Buchanan Field and Byron Airport Rates & Charges Board resolution and public hearing that took place on October 16, 2018 at 9:30 a.m. at the Board Chambers located at 651 Pine Street in Martinez.

On October 16, 2018, the Board held a public hearing and adopted Resolution 2018/524 establishing new and reduced rates and charges at Buchanan Field and Byron Airports. The new rates will go into effect January 1, 2019.

7. Discuss and approve the Public Works Department-Airports Division's request for ongoing approval to submit federal, state, and local grant applications for airport related design, planning, construction, and equipment valued at less than \$500,000.

In an effort to broaden the Airports' grant opportunities, staff requested support from the Airport Committee to allow Airport staff to submit grant requests that have quick turnaround times for airport related projects and equipment valued at less than \$500,000. The Airport Committee supported, staff will now take this item before the Board for approval. Both Supervisors were supportive under the conditions that matching funds must come from only the Airport Enterprise Fund and increased the amount to \$1,000,000. Staff agreed to draft a Board Order for review, then take before the Board for approval.

AYE: Chair Diane Burgis, Vice Chair Karen Mitchoff

Passed

8. Review and discuss the F-row hangar re-skinning and door replacement project that began on September 11, 2018 at Buchanan Field Airport.

Airport staff are in the process of improving the F-row by re-skinning the exterior, replacing the hangar doors, and possibly replacing the roof depending on cost and completion timing. The project started on-time on September 11, 2018 and is expected to be completed by the Christmas holiday. Staff will continue to provide updates as the project progresses.

9. Review and discuss the Federal Aviation Administration grant for the 14L/32R Runway construction project.

Airport Staff gave an update on the 14L/32R Runway construction project at Buchanan Field. The design phase of the project is close to completion. Staff submitted a grant request to the Federal Aviation Administration (FAA) on September 27, 2018 for approximately \$3.8 million to complete the construction portion of the project. Staff are currently waiting for a determination from the FAA whether or not they will approve the funds.

10. Review and discuss the full-scale airport emergency exercise that took place on October 15-19, 2018 at the Buchanan Field Clubhouse ramp.

A full-scale emergency exercise took place at Buchanan Field the week of October 15-19, 2018. Public notices were sent out to airport tenants and the surrounding communities. Staff received no calls and all feedback was positive. The full-scale exercise allowed for improved interagency emergency response including Aircraft Rescue and Fire Fighting (ARFF) Operations staff, Contra Costa County Fire Protection District, and Sheriff personnel as well as by mutual aid units.

11. The next meeting is tentatively scheduled for February 13, 2019 at 11:00 AM.

12. Future agenda items

- *Review and discuss updates on the Byron Airport General Plan Amendment*

13. Adjourn

The meeting was adjourned at 11:42 am.

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Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Keith Freitas, Committee Staff
Phone (925) 681-4200, Fax (925) 646-5731
keith.freitas@airport.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

4.

Meeting Date: 02/13/2019

Subject: Interview and determine candidates for one (1) Member at large seat on the Aviation Advisory Committee

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

A general solicitation was undertaken to fill an upcoming open At-Large position on the Aviation Advisory Committee. The position term will become vacant on March 1, 2019 and would expire on February 28, 2022. The Clerk of the Board of Supervisors received fourteen applications for the upcoming vacant At-Large position.

Referral Update:

The Internal Operations (IO) subcommittee generally interviews and makes an appointment recommendation to the Board of Supervisors for the AAC At-Large positions. At the IO's July 10, 2017, meeting they recommended that the AAC At-Large position interview and selection process be referred to the Airport Committee as they have direct oversight and involvement in Airport related matters. On August 1, 2017, the Board of Supervisors approved referring the Aviation Advisory Committee At-Large position recruitment and selection process to the Airport Committee.

Recommendation(s)/Next Step(s):

Interview the following candidates for one At-Large seat on the Aviation Advisory Committee and forward a selection recommendation to the Board of Supervisors for consideration.

Candidates to be interviewed are:

Emily Barnett, Pleasant Hill

Andrei Obolenskiy, Pleasant Hill

Moe Zendenam, Walnut Creek

Kou Barnes, Martinez

Frederick Daven, San Ramon

Peter Pay, San Ramon

Kenneth Freeze, Martinez
Kathleen Gibson, Lafayette
James Krueger, Walnut Creek
Chris Scott, Danville
Harold Wong, Concord
Christopher Doan, Walnut Creek
Douglas Frazier, Kensington
James Gillivan, Walnut Creek

Fiscal Impact (if any):

None.

Attachments

Kou Barnes
Emily Barnett
Frederick Daven
Christopher Doan
Douglas Frazier
Kenneth Freeze
Kathleen Gibson
James Gillivan
James Krueger
Andrei Obolenskiy
Peter Pay
Chris Scott
Harold Wong
Moe Zendenam

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I live on top of Vine Hill in Martinez between two refineries. From my house I can see the run way and plane take off/landing. I also own properties in Concord. I am most interested in serving this advisory board/commission to participate for a better transportation environment in these areas. As a new member, I can bring in fresh information and benefit to the board. Thank you.

This application is used for all boards and commissions

Kou

First Name

M

Middle Initial

Barnes

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

Suite or Apt

MARTINEZ

City

CA

State

94553

Postal Code

[REDACTED]

Primary Phone

RETIRED

Employer

COMMUNICATION
SPECIALIST

Job Title

INFORMATION
TECHNOLOGY AND
COMMUNICATION

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

MBA (MASTER OF BUSINESS
ADMINISTRATION)
If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

University of Phoenix
Name of College Attended

Business Administration
Course of Study / Major

128
Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

MBA
Degree Type

September 1999
Date Degree Awarded

College/ University B

University of San Francisco
Name of College Attended

INFORMATION SYSTEMS
MANAGEMENT
Course of Study / Major

128
Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

BS

Degree Type

June 1994

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

30/1/2018 - 31/5/2018

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Communication Specialist

Position Title

Employer's Name and Address

US Embassies of Freetown in Sierra Leon and Kinshasa (DRC)

Duties Performed

This is a seasonal position as I have retired from the US Department of State. Assignments were given as needed. Most of the duties performed are customer services, communication improvement, and management of personnel.

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

NEXT DOOR APP

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

At Large

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

The Aviation Advisory Committee At Large position provides a wonderful opportunity to connect the public with the important work of both Buchanan and Byron airports. Airports should never be "just for pilots", rather a community resource for County funding, educational opportunities, industry training, business development, job creation, and community events. My work as Central San's Communications and Intergovernmental Relations Manager allows me the opportunity to be in Contra Costa County communities and accessible to the public and their input on the airports. I do not simply want to provide information to the public when inquiries arise, but rather connect the public with the work of the airports, increasing communication and understanding of airport business, procedures and operations. Likewise, I will continue to share the public's input with the airports' Administration, further developing the positive relationship between the two.

This application is used for all boards and commissions

Emily

First Name

Barnett

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

Pleasant Hill

City

CA

State

94523

Postal Code

Primary Phone

Central Contra Costa Sanitary
District (Central San)

Employer

Communications &
Intergovernmental Relations
Manager

Job Title

Public and Community
Outreach

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Masters

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

San Jose State University

Name of College Attended

Communication Studies

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☒ Yes ☐ No

M.A.

Degree Type

2016

Date Degree Awarded

College/ University B

California State University,
Stanislaus

Name of College Attended

Political Science

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☒ Yes ☐ No

B.A.

Degree Type

2001

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

8/10/2015 - present

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Intergovernmental Relations
Manager

Position Title

Employer's Name and Address

Central Contra Costa Sanitary District (Central San) 5019 Imhoff Place, Martinez, CA 94553

Duties Performed

Outreach, communications, and advocacy work to customers, elected officials, employees, agencies, and general public.

2nd

7/1/2011 - 7/30/2015

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Director of Communications &
Strategy Development

Position Title

Employer's Name and Address

ClearEra Communications 206 Powell Avenue, Pleasant Hill, CA 94523

Duties Performed

Government, community and media relations strategist and outreach for non-profit, business, and education start-up sectors.

3rd

12/1/2002 - 7/30/2010

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Government Relations Manager &
Representative

Position Title

Employer's Name and Address

Pacific Gas and Electric Company 4040 West Lane, Stockton, CA 95204

Duties Performed

Public affairs outreach to customers, governmental agencies, and elected officials.

[Emily_amended_resume_-_narrowed_for_county_board.docx](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Current incumbent

If "Other" was selected please explain

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

EMILY E. BARNETT

Pleasant Hill, CA 94523 •

PROFESSIONAL EXPERIENCE

Central Contra Costa Sanitary District, Martinez, CA

Aug 2015 – present

Communication Services & Intergovernmental Relations Manager

Manage seven public affairs staffers to implement a communications and government relations strategy to foster customer engagement and awareness, support internal departments, and strengthen internal communication

- Developed and implemented a first-of-its-kind customer engagement strategy to grow student education programs, increase outreach of pollution prevention and environmental stewardship messages, support communication with customers for operational work, build and maintain relationships with elected officials, grow earned/paid media to reposition the District as a community and environmental leader to support planned rate increases for replacement of aging infrastructure
- Refocused Communication Services to a service-oriented Division, where every internal department is viewed as an ‘internal client’, decreasing department silos and increasing employee collaboration
- Reignited new and reestablished existing internal communication channels to increase employee engagement, morale, and workplace satisfaction
- Assessed, developed and led internal communications within the District by soliciting employee feedback, developing employee events, identifying employee stories for internal newsletter, communicating timely District operations and initiatives to departments, and incorporating employees into external communication publications for customers

ClearEra Communications, Pleasant Hill, CA

July 2011 – July 2015

Director of Communications & Strategy Development

A skilled government, community, and media relations strategist that increased stakeholder engagement, coalition building and public outreach to propel client messages

- Managed multiple projects for a diverse client base including non-profit, business and education start-up sectors simultaneously, meeting and exceeding all tasks and contract deadlines
- Positioned and implemented strategic development, project management, and community engagement for the premier environmental sustainability/green workforce development course in California
- Created student development team to test concepts and processes, shaping the first-generation website content and construction, social media applications, and peer outreach
- Co-developed the strategic plan for a first-of-its-kind beta phase project to include stakeholder engagement, marketability, relevance, and long-term scalability

San Joaquin County Office of Education, Stockton, CA

Aug. 2010 – June 2011

Coordinator II, Government Relations & Public Affairs

Launched public affairs outreach project partnering private sector and governmental agencies with new and existing schools to expand curriculum and growth opportunities for underserved students

Pacific Gas and Electric Company, Stockton, CA

Dec. 2002 – July 2010

Manager, Government Relations 2009–2010, Representative, Government Relations 2002–2008

Led implementation of high-level business retention strategies, company objectives, crisis management, projects and charitable giving for nine-county area

California State Senate, Modesto, CA

June 2000 – Dec. 2002

District Representative 2001 – 2002, Office Assistant 2000 – 2001

EDUCATION

B.A., Political Science, California State University Stanislaus, Turlock, CA

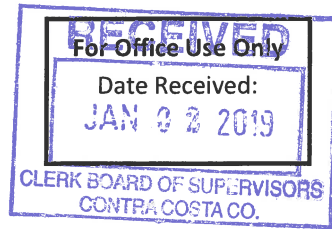
2001

M.A., Communication Studies, San Jose State University, San Jose, CA

2016



Contra
Costa
County



For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Aviation Advisory Board

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Daven Frederick
(Last Name) (First Name) (Middle Name)

2. **Address:** [Redacted] San Ramon CA 94583
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** [Redacted]
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma ☒ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved 16

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) North Carolina State	Architecture	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>				1977
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year)</p> <p>From To</p> <p>1984 2019</p> <p>Total: Yrs. Mos.</p> <p>35 </p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Commercial Rated Pilot</p> <p>Employer's Name and Address</p> <p>Self Employed</p>	<p>Duties Performed</p> <p>I have been a commercial rated pilot for 35 years. I have owner a number of aircraft which I used for business. Although I haven't owned aircraft recently, I have been considering the purchase of a personal jet for a new business venture. I received my commercial training at Big Bend College in Moses Lake, WA.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From To</p> <p> </p> <p>Total: Yrs. Mos.</p> <p> </p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p> </p> <p>Employer's Name and Address</p> <p> </p>	<p>Duties Performed</p> <p> </p>
<p>C) Dates (Month, Day, Year)</p> <p>From To</p> <p> </p> <p>Total: Yrs. Mos.</p> <p> </p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p> </p> <p>Employer's Name and Address</p> <p> </p>	<p>Duties Performed</p> <p> </p>
<p>D) Dates (Month, Day, Year)</p> <p>From To</p> <p> </p> <p>Total: Yrs. Mos.</p> <p> </p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p> </p> <p>Employer's Name and Address</p> <p> </p>	<p>Duties Performed</p> <p> </p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☒ Newspaper Advertisement ☐ District Supervisor ☐ Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

I CERTIFY that the information in this application are true, complete, and correct to the best of my knowledge and belief, and are not false, misleading, or deceptive. I understand that all information in this application is publically accessible. I understand that any false statements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Commission, or Committee of Contra Costa County.

Sign Name:

Date: 12/31/18

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

100

2000

OFFICE OF THE ATTORNEY GENERAL

1997

[illegible][illegible]

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Member at Large

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

Having moved to the area in 2018 after retirement, I have been focused on finding areas of interest where I can contribute. The 2019 opening in the Aviation Advisory Committee appeared recently in the Nextdoor Murwood blog and peaked my interest. After some research, I feel this committee would be a good fit with opportunity to contribute to the community with my extensive aviation background. I would be honored to serve if appointed.

This application is used for all boards and commissions

Christopher

First Name

Doan

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

Walnut Creek

City

CA

State

94596

Postal Code

Primary Phone

Retired Aviation Executive

Employer

Job Title

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Bachelor of Science plus on-going
Masters level courses

If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

LeTourneau University

Name of College Attended

Aeronautical Technology

Course of Study / Major

120

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

Bachelor of Science

Degree Type

December 1967

Date Degree Awarded

College/ University B

Michigan State Graduate School

Name of College Attended

Strategic Planning

Course of Study / Major

3

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☐ Yes ☒ No

Certificate

Degree Type

Date Degree Awarded

College/ University C

Kellogg Graduate School

Name of College Attended

Customer Service Superiority

Course of Study / Major

3

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☐ Yes ☒ No

Certificate

Degree Type

Date Degree Awarded

Other schools / training completed:

Leadership Development

Course Studied

3

Hours Completed

Certificate Awarded?

☒ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

2/1/2015 - 4/1/2017

Dates (Month, Day, Year) From - To

50+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Vice President

Position Title

Employer's Name and Address

Oliver Wyman Management Consulting 1717 Main St #4400, Dallas, TX 75201

Duties Performed

Aviation Consulting and Advisory Services

2nd

7/1/2004 - 1/31/2015

Dates (Month, Day, Year) From - To

50+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Chairman & CEO

Position Title

Employer's Name and Address

TeamSAI Consulting, Inc. 1003 Virginia Avenue, Atlanta, GA 30354

Duties Performed

Aviation Consulting and Advisory Services

3rd

10/1/2002 - 6/30/2004

Dates (Month, Day, Year) From - To

50+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

President

Position Title

Employer's Name and Address

Triumph Precision Castings Chandler, AZ

Duties Performed

Turn-around operations to position company for profitability.

[Doan_Bio-Quals_2019.pdf](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Notice in NextDoor Murwood blog

If "Other" was selected please explain

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Christopher Doan
[REDACTED]
Walnut Creek, CA 94596
[REDACTED]
[REDACTED]

Biography and Qualifications:

2017 marked my 50th year in the aviation business which made for an ideal time to retire from active, day-to-day industry involvement. While I plan to stay active with Board of Director level involvement, I will also be enjoying my free time with family and other interests.

From 2005-2015, I was Chairman & CEO of TeamSAI Consulting. Following 10 years of steady growth with TeamSAI, the company was acquired by Oliver Wyman and merged with the CAVOK Group. This transaction brought together two of the largest and most capable consulting and technical advisory firms in aviation and further demonstrated our joint commitment to being at the forefront of the industry. It created a powerhouse of over 130 dedicated, full-time consultants and specialists who help airports, airlines, MRO providers, lessors, investors and other stakeholders on mission critical issues surrounding certification, safety and operational performance, execution and investment.

The corporate cultures aligned well resulting in a thoughtful, collaborative, and highly valued support reputation that both companies enjoyed separately.

I have a proven industry track record of driving results throughout my career which involved senior executive experiences in consulting, airline operations, MRO and manufacturing leadership. As an insightful and motivating leader, I have focused most of my career on improving troubled operations in a broad array of assignments. I was always a motivating, communicative leader of high integrity and a knowledgeable strategist and tactician. Over my career, I had a reputation for instilling a compelling vision, turning around operations, and adding value to bottom line results.

Specialties:

Executive Management & Development
Strategic Planning
Organizational Change & Development
Operations
Productivity & Performance Systems
Major Project Planning & Execution
Process Efficiency & Control
Cultural Transformations

Work History:

Board of Directors
ATP/CaseBank
Dates Employed: Jan 2018 – Present

Christopher Doan

Page 2

Vice President CAVOK Group, a Division of Oliver Wyman

Dates Employed: Mar 2015 – Mar 2017

Aviation Consulting and Advisory Services

Chairman & CEO – TeamSAI Consulting, Inc.

Dates Employed: Jul 2004 – Mar 2015

Aviation consulting, technical and advisory services

President - Triumph Precision Castings, a Division of The Triumph Group

Dates Employed: 2002 – 2004

Castings, machining and coatings for hot section blades and vanes - aero and ground power turbines

Senior Vice President - Maintenance and Operations – US Airways

Dates Employed: 1996 – 2002

Turn-around team responsible for Maintenance and Engineering, along with Operations and Operations Control for two years.

Senior Vice President - Technical Operations – Northwest Airlines

Dates Employed: 1986 – 1996

Progressively more responsible involvement concluding as SVP with responsibility for Maintenance, Engineering and Materials Management.

Director – Trans World Airlines

Dates Employed: 1968 – 1986

Progressively more responsible involvement concluding as Director with responsibility for the day-to-day maintenance of the fleet.

Education:

Michigan State University Graduate School, Strategic Planning (1995)

Kellogg Graduate School of Management, Executive Program, Customer Service Superiority (1994)

Center for Creative Leadership, Leadership Development (1989)

UCLA Graduate School, Advanced Management Studies (1978)

LeTourneau University, Bachelor of Science – Aeronautical Technology (1967)

FAA Licenses:

Airframe and Powerplant Mechanic #1686857

Private Pilot, Airplane single Engine Land #1657788

Application Form

Profile**Which Boards would you like to apply for?**

Aviation Advisory Committee: Submitted

Member at Large

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

Please see my cover letter and application arriving by US Postal Service delivery.

This application is used for all boards and commissions

Douglas

First Name

L

Middle Initial

Frazier

Last Name

[REDACTED]
Email Address

[REDACTED]
Home Address

Suite or Apt

Kensington

City

CA

State

94707

Postal Code

[REDACTED]
Primary Phone

WSP

Employer

Architect/Team Coordinator

Job Title

Architect

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History**Select the highest level of education you have received:**

☒ Other

Undergraduate Degree

If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

University of Cincinnati

Name of College Attended

Architecture

Course of Study / Major

6 years

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☒ Yes ☐ No

Bachelor of Architecture

Degree Type

June 1974

Date Degree Awarded

College/ University B

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Commercial Pilot

Course Studied

Per FAA requirements

Hours Completed

Certificate Awarded?

☒ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

March 12, 2018 - Current

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Architect

Position Title

Employer's Name and Address

WSP 425 Market Street 17th Floor San Francisco, CA 94105

Duties Performed

Architectural planning, design, and construction administration. BART Extension to San Jose LA Metro Extension to Santa Ana

2nd

April 15, 2015 - March 9, 2018

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☒ Yes ☐ No

Senior Architect

Position Title

Employer's Name and Address

Anil Verma Associates 1970 Broadway, Suite 668 Oakland, CA 94612

Duties Performed

Architectural planning, design, and construction administration. BART Milpitas Station Construction Administration BART Operations Control Center Preliminary Design

3rd

Oct 31, 2010 - April 15, 2015

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Senior Architect

Position Title

Employer's Name and Address

AllTransit Consultants/Parsons Brinckerhoff now WSP 425 Market Street, 17th Floor San Francisco, CA 94105

Duties Performed

Architectural planning and design support to the Parsons Brinckerhoff Program Management Team for the California High Speed Rail Project

[DLF_ArchRes_2Feb2018.pdf](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Nextdoor announcement

If "Other" was selected please explain

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

██████████
Kensington, CA 94707

PROFESSIONAL SUMMARY

Senior Architect with domestic and international experience on large and small transportation, institutional, commercial, and government projects, as Owner's representative and as member of consulting design teams. Conversant with technical design and construction issues including civil, structural, architectural, utilities, power, signaling, and communications. Successful record of creative solutions to management, technical, and aesthetic challenges. Dedicated to organization vision, goals and strategies; committed to teamwork, as a leader or member.

EXPERIENCE

BART OPERATIONS CONTROL CENTER (OCC)

2016 - Current

Anil Verma Associates, Oakland, CA

Project Architect

Responsible for the continuation of 3 years of AVA coordination of planning, architectural, engineering, and site design for new OCC facility over the existing Lake Merritt Station concourse level control center. On-going coordination with BART staff, including Planning, Facilities, Operations, Security and BART consultants for station area planning, urban design impacts.

Preliminary discussion with security consultant for integration of passive and active security barriers.

On-going coordination with mechanical and electrical engineers for operational continuity during construction, testing, commissioning of new systems.

Direct coordination with the senior structural engineer to optimize the exterior building enclosure to maintain a total maximum allowable weight of 20 pounds per square foot while meeting security criteria ballistic and blast resistant criteria.

SILICON VALLEY BART EXTENSION, Milpitas and Berryessa Stations

2015 - 2016

Anil Verma Associates, Oakland, CA

Senior Architect for Design Services during Construction

On-site Architect for Design Services during Construction for the new BART Milpitas station, reporting to the Design-Build client Skanska-Shimmick-Herzog JV. Reviewed product submittals and responded to RFIs. Resolved unanticipated architectural design issues and provided refinement of design details to optimize construction efficiencies without compromising design quality. Prepared construction details for complete re-design of large interior fire-rated glass wall which is part of platform smoke evacuation system for the underground platforms.

CALIFORNIA HIGH-SPEED TRAIN PROJECT, PROGRAM MANAGEMENT TEAM

2013 - 2015

AllTransit Consultants & Parsons Brinckerhoff, San Francisco

Senior Architect, Station Area Planning Team.

Developed text and SketchUp graphic images for aesthetic guideline documents. Coordinated with CADD and graphic design staff to convert draft Word document into InDesign format for use during public outreach. Proposed aesthetic improvement to box girder design by modifying Overhead Catenary System pole mounting detail. Investigated use of precast architectural facing panels as permanent formwork on visually sensitive concrete walls. Prepared draft content for CHSTP Signage and Way-finding Procurement Policy. Proposed interim Wayfinding strategy utilizing Bay Area Metropolitan Transportation Commission's Regional Wayfinding Guidelines and Standards. Proposed

Temporary Art Program for initial construction phase in Fresno; identified visually sensitive structures along Fresno to Bakersfield project section and assembled into draft of Key Structures Overview for Construction Packages 2, 3, & 4. Prepared introductory public outreach document, Aesthetic Options for Structures

CALIFORNIA HIGH-SPEED TRAIN PROJECT, PROGRAM MANAGEMENT TEAM

2010 - 2013

AllTransit Consultants & Parsons Brinckerhoff, San Francisco

Senior Architect, Infrastructure Team

Directed preparation of standard and directive drawings for at-grade and elevated stations. Continued development of design criteria for HSR stations. Co-authored Technical Memorandum 200.06, Aesthetic Guidelines for Non-Station Structures. Reviewed concepts for cross-platform transfers at station options in San Fernando Valley. Provided architectural comments for unresolved design issues at San Francisco Transbay Transit Center platform and concourse levels. Identified egress issues related to restricted right-of-way width at Fresno and Gilroy stations. Coordinated system-wide station space requirements with Systems engineering staff. Assisted Infrastructure staff in preliminary design of emergency egress stairs for viaducts. Coordinated with OCS engineers for preliminary design of catenary system through stations. Prepared review comments for regional design consultant submittals of 15% station designs for Merced, Fresno, San Jose, Gilroy, Hanford, Bakersfield, and Palmdale in DEIR/DEIS documents. Provided review comments for development of Bridge Aesthetics Guidelines, and Safety and Security Design Requirements for Infrastructure Elements.

BART WARM SPRINGS EXTENSION, LINE, TRACK, SYSTEMS AND STATION

Concurrent with above

Abtahi Engineering Management Consulting

Architectural Consultant to AEMC and HNTB

Short term consulting scope to assist HNTB design discipline leads to identify project interfaces and interface requirements and to facilitate line and station design coordination efforts, tracking, and documentation using proprietary AEMC Design Integration software, developed for the project.

CONSULTING ARCHITECT, SAN FRANCISCO BAY AREA

2003 - 2009

Douglas Lee Frazier, AIA

Consulting Architect, Education and Justice Projects

Consulting services to Bay Area architectural firms for residential, educational and government projects

SANTA CLARA VALLEY TRANSPORTATION AUTHORITY (VTA)**Capital Improvement Program, Cerone and Guadalupe Vehicle Maintenance Shops**

2000 – 2003

Carter+Burgess and Maintenance Design Group, San Jose

Senior Project Architect

Prepared comprehensive space and staffing summary for three options to Light Rail Vehicle Maintenance Facility Expansion. Assisted Project Controls staff in evaluation of design options and cost reduction studies. Managed staff review comments of design consultant submittals. Developed detailed Work-Around Plan for \$13 million bus-maintenance facility expansion for continuous operation during construction. Wrote instructions to bidders for site access and work constraints.

TAIWAN HIGH SPEED RAIL PROJECT

1999

DMJM International/Sinotech Engineering Ltd., Taipei

Consulting Architect

Short-term assignment as Senior Architect during schematic design of High Speed Rail Station for temporary southern terminal at Tsoying. Recruited additional architectural staff and assisted in organization of temporary design studio.

West Rail Expansion, Kowloon-Canton Railway Corporation

1997 - 1998

Pacific Bechtel, Hong Kong

Senior Architect, Program Design Management Team

Supervised architectural consultant for design guidelines and details for escalators and elevators, station retail areas, staff areas and station finishes for US\$8 billion major expansion of KCRC system. Coordinated application of system-wide station standards with section architects for underground and elevated stations. Provided architectural coordination for design of platform screen doors. Managed preparation of Room Data Sheets and developed cost estimates of individual station architectural construction document packages for use assembly of final procurement RFPs.

TAIWAN HIGH SPEED RAIL PROPOSAL

1997

Bechtel International, Taipei

Proposal Team Member

Architectural member of Bechtel team for B.O.T. proposal for US\$15 billion Taiwan HSR with nine new stations. Supported proposal team by identifying potential cost reductions in station concept designs

KOREA HIGH SPEED RAIL PROJECT

1996

Bechtel International, Seoul

Design Management Team Architect

Member of Project Management Advisory Services team on proposed five-level underground HSR Station for City of Taejeon, South Korea to be excavated as a top-down open cut. Reviewed Civil Engineer's basic structural design documents and identified coordination problems with Architect's preliminary design. Identified construction schedule conflict with proposed local subway tunnel crossing at upper level of HSR station box. Monitored engineering studies of high hydro-static pressures under the station mat slab and influence of mat slab hold down anchor arrangement on platform design and construction sequence. Prepared preliminary NFPA 130 egress calculations for complex escalator and intermediate landing array

WMATA PRINCE GEORGE'S PLAZA METRO STATION & PARKING GARAGE

1985

Keyes Condon Florance Architects, now SmithGroup, Washington, DC

Project Architect

Supervised production staff and coordinated with engineers for new open cut Metro station with 1200 car parking garage and large bus terminal over the station box. Developed architectural model and sketches to evaluate final configuration of porcelain panel system to isolate station concourse and platform area from diesel bus fumes. Prepared details for platform smoke exhaust system suspended from porcelain panel system. Created sketch and model studies for review with WMATA staff to improve original GAC station entry details, resulting in system-wide update of standards.

Registered Architect, California, C 29642; Inactive status in Ohio, Maryland, New Jersey

Envision Sustainability Professional, Institute for Sustainable Infrastructure

Former Secretary/Treasurer East Bay Chapter, Oakland, American Institute of Architects

Former Chair AIA East Bay Regional and Urban Design Committee

Member Urban Land Institute

Application Form

Profile**Which Boards would you like to apply for?**

Aviation Advisory Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I have a long standing interest in general aviation. Both my parents had private pilots licenses and owner a small plane when I was young, and my son is a commercial pilot. I'm a student pilot and I flew for six years with in the Coast Guard, but not as a pilot. I also have an interest in aviation history.

This application is used for all boards and commissions

Kenneth

First Name

L

Middle Initial

Freeze

Last Name

Email Address

Home Address

Suite or Apt

MARTINEZ

City

CA

State

94553

Postal Code

Primary Phone

Brown-Miller Communications

Employer

Account Director

Job Title

Public Relations

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History**Select the highest level of education you have received:**

☒ High School Diploma

If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

Kenneth L Freeze

Name of College Attended

Communications

Course of Study / Major

180

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☒ Yes ☐ No

Communications

Degree Type

1993

Date Degree Awarded

College/ University B

Name of College Attended

Communications

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Coast Guard Chief Petty Officers
Academy

Course Studied

8 weeks

Hours Completed

Certificate Awarded?

☒ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

2/1/1995-Current

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Account Director

Position Title

Employer's Name and Address

Brown-Miller Communications 1114 Jones St. Martinez, CA 94553

Duties Performed

See resume

2nd

09/15/1973-10/1/1993

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Public Affairs Specialist/E8

Position Title

Employer's Name and Address

U.S. Coast Guard Washington, DC, Alameda CA Kodiak, Alaska New Orleans, LA Long Beach, CA

Duties Performed

Various - I was in the Coast Guard for 20 years. Was a Photojournalist most of that time, but also worked in some other jobs as well. See resume

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

[Ken Freeze Resume Profile.pdf](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Contra Costa County Homepage

If "Other" was selected please explain

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Contact



Top Skills

Crisis Communications

Advisory Boards

Social Media

Honors-Awards

PRSA Silver Anvil

Ken Freeze

Account Director at Brown-Miller Communications
Martinez, California

Summary

Twenty years in the Coast Guard, 17 of which working daily with local, national and international news media, provides Ken with the background to handle just about any media relations situation. Whether it's getting into the news or staying out of it, Ken's dealt with everything from major oil spills to tabloid TV crews.

Throughout his Coast Guard career, when an event of major media attention occurred, Ken's talents were called upon. This included President Clinton's "Safety Net" to interdict Haitians in 1993, the first three weeks of the Exxon Valdez oil spill 1989, the 1988 America's Cup in San Diego and the 1984 Olympics in Los Angeles.

Since 1995 Ken has worked with the wine industry at Brown-Miller Communications (BMC) providing account services to a number of wineries, associations and foundations and also provides BMC clients with counsel, communications strategic planning, social media and media relations training. These have included the Unified Wine & Grape Symposium, Lodi Winegrape Commission, California Association of Winegrape Growers, Sonoma Winegrape Commission, Cork Supply USA, Kendall Jackson Winery and a host of other well known names in the wine industry.

Ken holds a bachelors degree in communications from Thomas Edison State College in New Jersey. In addition to winning national awards for layout and design work, he has also freelanced a number of articles and photos to national publications on subjects ranging from computers to scuba diving.

In 2006, Ken won the Public Relations Society of America's top award, the Silver Anvil, for a statewide campaign that was created and he managed for the California Dept of Agriculture's Pierce's Disease/Glassy-Winged Sharpshoot Board.

Specialties: Crisis Communications, Strategic Planning, Media Training, Media Relations, Social Media, Special Events, Ghost Writing, Historical Research, Feature Writing

Experience

Brown-Miller Communications

Account Director

February 1995 - Present

Work primarily the wine industry groups including the Calif. Association of Winegrape Grower, American Vineyard Foundation, Cork Supply USA, PD/GWSS Board, and the Unified Wine & Grape Symposium.

Also provide counsel, communications strategic planning and media relations training to a number of other groups, associations and foundations and provide guidance to other members of the BMC staff for planning, social media and crisis communications.

American Cancer Society

Director of Broadcast Communications

August 1994 - November 1994 (4 months)

Responsible for all broadcast media relations in the greater San Francisco Bay Area. Decided I didn't like working 60 to 70 hours a week, so I resigned.

Mount Diablo Unified School District

Substitute Teacher

September 1993 - June 1994 (10 months)

Concord, Calif

After leaving the Coast Guard I wanted to be a teacher. I had two friends who were teachers and they suggested that I become a substitute teacher - so I did. I taught mostly in middle schools. After doing it for a school year, I decided that Public Relations was a better fit for me afterall.

Coast Guard HQ - Media Relations

Senior Chief Coast Guard Public Affairs

June 1992 - September 1993 (1 year 4 months)

Managed Coast Guard media relations on a national and international scope on a daily basis. It also included preping senior Coast Guard officials who were going to be interviwed for news programs like 20/20, 60 Minutes, A Current Affair and others.

Coast Guard Pacific Area Command Staff
Chief Coast Guard Public Affairs Staff
June 1984 - June 1992 (8 years 1 month)

Provided public affairs counsel to other Coast Guard district public affairs offices. Served as media liaison for breaking news on Coast Guard operations cases and compose press materials and stories for media and Coast Guard publications.

Functioned as Coast Guard spokesmen and on-scene photographer for Coast Guard events and cases in progress including the first three weeks of the Exxon Valdez oil spill.

Coordinated with multiple Coast Guard units and external agencies on press events and announcements including drug busts and oil spills within the entire Pacific Basin.

12th Coast Guard District Staff
Public Affairs Supervisor
September 1981 - June 1984 (2 years 10 months)

Served as media liaison for breaking news on Coast Guard operations cases and compose press materials and stories for media and Coast Guard publications. Also was the editor for "Breakers" the district magazine.

Functioned as on-scene photographer for Coast Guard events and cases in progress including the 1984 Olympics

Coordinated with multiple Coast Guard units and external agencies on press events and announcements including drug busts and oil spills.

USCG Kodiak Alaska
Public Affairs
September 1977 - September 1981 (4 years 1 month)
Kodiak, Alaska

Supervised the USCG Support Center Public Affairs Office including a print shop, dark room, video production and media relations activities. Much of the work I did was with the Coast Guard Air Station. This included accident investigations, search and rescue cases and air travel to remote locations throughout Alaska like Barrow, St Paul Island, Attu Island and lots of other places that didn't even have names.

U. S. Coast Guard

Public Affairs 8th Coast Guard District

January 1975 - August 1977 (2 years 8 months)

Wrote news releases and feature articles, shot still and 16mm imagery and served as spokesperson for the District Commander. Also worked to raise public awareness of important events involving the Coast Guard such as search and rescue cases, oil spills, and other events.

Education

Thomas Edison State College

BA, Communications · (1992 - 1993)

Coast Guard Chief Petty Officers Academy

Management of Human Resources · (1991 - 1991)

Coast Guard Leadership and Management School

Leadership and Management · (1987 - 1987)

Defense Information School (DINFOS)

Photojournalism · (1982 - 1982)

Defense Information School (DINFOS)

Journalism · (1975 - 1975)

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

During my eight years of employment with the County of Solano, I served as interim Manager at the Nut agree Airport for approximately nine months. I found the position to be fascinating. I would bring both a good understanding of County government and solid fiscal management to my role on the Advisory Committee.

This application is used for all boards and commissions

Kathleen

First Name

A

Middle Initial

Gibson

Last Name

Email Address

Home Address

Suite or Apt

Lafayette

City

CA

State

94549

Postal Code

Primary Phone

Retired

Employer

Job Title

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Masters Degree-Business Admin

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

University of North Carolina,
Chapel Hill

Name of College Attended

Industrial Relations

Course of Study / Major

140

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

Bachelor of Science

Degree Type

1977

Date Degree Awarded

College/ University B

Central State University

Name of College Attended

Business Management

Course of Study / Major

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

Master's Degree

Degree Type

1989

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

6/2010-6/2012

Dates (Month, Day, Year) From - To

20

Hours per Week Worked?

Volunteer Work?

☒ Yes ☐ No

Co Co Co Grand Juror

Position Title

Employer's Name and Address

Contra Costa County Courts Martinez, CA

Duties Performed

Participated in the review of governmental functions for two fiscal years on the civil Grand Jury.
Conducted interviews, performed research and wrote reports.

2nd

2/2001-12/2009

Dates (Month, Day, Year) From - To

45+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Deputy County Administrator

Position Title

Employer's Name and Address

County of Solano, County Administrator's Office Fairfield, CA

Duties Performed

Liaison between various operating departments (primarily public protection agencies) and the County Administrator and Board of Supervisors. Prepared and presented the County's annual budget to the Board. Developed policies and procedures based on Board and/or County Administrator direction.

3rd

2/1995-1/2000

Dates (Month, Day, Year) From - To

45+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Assistant General Manager, Admin

Position Title

Employer's Name and Address

Contra Costa Water District Concord, CA

Duties Performed

Responsible for the operations of the Finance, Human Resources and General Services Departments of the District. Also served as the Individual Trustee for the Retirement Plan. Reported to the General Manager and worked closely on issues of interest to the Board of Directors.

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Nextdoor advertisement

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Application Form

Profile**Which Boards would you like to apply for?**

Aviation Advisory Committee: Submitted

Member At Large

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I have a high interest in aviation, I have an interest in serving the public, and I have the free time to do so.

This application is used for all boards and commissions

James

First Name

G

Middle Initial

Gillivan

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

Suite or Apt

Walnut Creek

City

CA

State

94598

Postal Code

[REDACTED]

Primary Phone

Retired

Employer

Job Title

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History**Select the highest level of education you have received:**

☒ Other

Postgrad

If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

Cal Poly, San Luis OBispo CA

Name of College Attended

Biological Sciences

Course of Study / Major

Unknown

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☒ Yes ☐ No

BS

Degree Type

June 1963

Date Degree Awarded

College/ University B

Pepperdine

Name of College Attended

MBA

Course of Study / Major

Unknown

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☐ Yes ☒ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

US Navy Officer Candidate School

Course Studied

4 mo.

Hours Completed

Certificate Awarded?

☒ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

11/1969 to 12/2002

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Vice President

Position Title

Employer's Name and Address

UBS 1255 Treat Blvd,. Ste. 1000 Walnut Creek CA 94507

Duties Performed

Financial executive Branch Manager

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Newspaper article

If "Other" was selected please explain

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Application Form

Profile**Which Boards would you like to apply for?**

Aviation Advisory Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I have always been interested in aviation, was a pilot. I have been retired for some time and would like to help where I can be helpful.

This application is used for all boards and commissions

James

First Name

Middle Initial

Krueger

Last Name

Email Address

Home Address

Suite or Apt

Walnut Creek

City

CA

State

94598

Postal Code

Primary Phone

Retired

Employer

Job Title

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History**Select the highest level of education you have received:**

☒ Other

College

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

U of C Berkeley.

Name of College Attended

Chem engineer, bacteriology

Course of Study / Major

Sufficient to graduate

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

BS

Degree Type

1951

Date Degree Awarded

College/ University B

N/a

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

None

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☒ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

1979 to 1999

Dates (Month, Day, Year) From - To

40 to 55

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Tech. Sales

Position Title

Employer's Name and Address

Scholle Corp., northlake, ill.

Duties Performed

Tech. Sales, involved with packaging aseptic and non-aseptic foods. Plus solving problems connected with the inherent difficulties in packaging using flexible materials.

2nd

1970 to 1979

Dates (Month, Day, Year) From - To

55 to whenever

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Exec vice president

Position Title

Employer's Name and Address

Summer chemical co. Richmond, ca. The company is no longer in business.

Duties Performed

General managing a new company involved with the development of new products for the can manufacturing industry, lumber, and the bio- tech firms.

3rd

1960 to 1970

Dates (Month, Day, Year) From - To

55-60

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Technical manager

Position Title

Employer's Name and Address

Crown cork and seal. Philadelphia, Pennsylvania.

Duties Performed

Development of new manufacturing methods, and solving customer processing problems. Much traveling was involved.

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

On the internet

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I am a resident who lives close to the Buchanan Airport. I would like to be a part of assisting in the development of the airports economically while balancing the impacts to our local neighborhoods. It is also my goal to become more involved in our community as a whole, and utilize my experience in industry to improve policy. As the bay area population grows we will see more interest in commercial interests at our local airports. I want to be a part of that evaluation, and be a conduit for my neighbors. Thank you.

This application is used for all boards and commissions

Andrei

First Name

N

Middle Initial

Obolenskiy

Last Name

Email Address

Home Address

212 Elaine Drive

Suite or Apt

Pleasant Hill

City

CA

State

94523

Postal Code

Primary Phone

CalAmp Inc.

Employer

Business Development Manager

Job Title

IoT/Telematics Sales B2B

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

MBA Global Business

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

St. Mary's College of CA

Name of College Attended

Economics/Business

Course of Study / Major

45

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

Master in Business Administration

Degree Type

09/28/2008

Date Degree Awarded

College/ University B

Moscow State

Name of College Attended

International Economics

Course of Study / Major

60

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

BS Economics

Degree Type

09/17/2004

Date Degree Awarded

College/ University C

Warren Tech

Name of College Attended

Automotive Technology

Course of Study / Major

25

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

AA Automotive Tech

Degree Type

09/15/1998

Date Degree Awarded

Other schools / training completed:

General A&P Mechanics

Course Studied

8

Hours Completed

Certificate Awarded?

☐ Yes ☒ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

06/30/2016

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Business Development Manager

Position Title

Employer's Name and Address

CalAmp Inc 15635 Alton Pkwy, Suite 250 Irvine, CA 92618

Duties Performed

*Develop and train new accounts for IoT telematics implementation *Prospect and new business acquisition *Manage a territory in conjunction with Operations, Engineering, and Account Management

2nd

04/15/2013-05/25/2016

Dates (Month, Day, Year) From - To

60

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Senior Performance Consultant

Position Title

Employer's Name and Address

Proactive Dealer Solutions 16409 Northcross Dr # A, Huntersville, NC 28078

Duties Performed

*Train automotive dealerships, and OEM personnel on managing their customer leads, traffic, and CRM
*Develop customer campaigns, marketing campaigns, and utilizing metrics for ROI *Set up Business Development Centers and train management on how to run them to increase business traffic/sales

3rd

08/04/2009-10/18/2012

Dates (Month, Day, Year) From - To

50

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Fixed Operations Director

Position Title

Employer's Name and Address

Dinan Engineering 865 Jarvis Dr, Morgan Hill, CA 95037

Duties Performed

*Managed a fabrication team, software engineering team, and race engine development team *Managed a team that built and designed OEM grade high performance products for BMW vehicles sold in dealerships worldwide *Managed team and processes for Race Engine development in conjunction with BMW NA. Built engines for professional race cars. Major client Chip Gnassi Racing with Felix Sabates. Provided engine for multiple season winning DP car in the Rolex Series.

[Resume_2018_Andrei_Obolenskiy.docx](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Posted on Nextdoor

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Andrei Obolenskiy



SUMMARY

A results oriented MBA graduate. I've consulted businesses on projects that helped them realize their next levels of profitability in IOT
Fluent in Spanish, and conversational Russian.

PROFESSIONAL EXPERIENCE

CalAmp/LoJack 06/2017 - Present

Business Development Manager

Prospect and sign new accounts for Pre-Install IOT telematics and Stolen vehicle recovery. Extensive Prospecting (Hunter) developing new verticals. Selling up the stack from Hardware to SaaS. Negotiate contracts, pricing, and close deals.

Proactive Dealer Solutions 09/2013 – 05/2017

Senior Performance Coach

Assist in performance management, and process development for automotive retail groups. Specialization in Multi-Site development for larger groups. Top Performer in retention/sales/increase. Ability to take over challenging accounts and move the needle. Work with internal teams to coach, develop process, and train

Fixed OPS Consulting 2010 – 2013

Managing Partner

Assist owners increasing their overall profitability. Train and develop employees onsite. Develop SEO/SEM and web marketing

platform for retail clients. Install SOP roadmap for improved efficiency. Cost-effective resource management. Strategic and business process thinking.

Dinan Engineering 2009- 2012

Fixed Operations Director/Regional Sales West Coast

Managed Engine/Suspension/Software team for development of Dinan Products sold in dealerships nationwide. Managed top secret racing engine development team for BMW/ Chip Gnessi Racing team.

Hughes Network Systems 2006-2009

Independent Contractor

Independently Managed a Regional Installation Network. Managed a technician network

EDUCATION

St. Mary's College of California
MBA International Business

Moscow State University of Management
B.S. Economics

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Member at Large

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

While not a pilot I have had a lifelong interest in aircraft and aviation. I would like to play a part in encouraging and supporting a diverse array of commercial and recreational activities at the county's two airfields to expand aviation related leisure and employment opportunities available to the county's residents.

This application is used for all boards and commissions

Peter

First Name

Pay

Last Name

Middle Initial

Email Address

Home Address

Suite or Apt

San Ramon

City

CA

State

94583

Postal Code

Primary Phone

Synnex Corporation

Employer

Worldwide Controller, Hyve
Solutions

Job Title

Chartered Accountant

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Bachelor of Arts - BA (Hons)

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

University of York (UK)

Name of College Attended

Economics & Politics

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☒ Yes ☐ No

Bachelor of Arts

Degree Type

June 1981

Date Degree Awarded

College/ University B

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Chartered Accountant (English
CPA)

Course Studied

Hours Completed

Certificate Awarded?

☒ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

02/03/14 to present

Dates (Month, Day, Year) From - To

50

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Worldwide Controller, Hyve
Solutions

Position Title

Employer's Name and Address

Synnex Corporation 44201 Nobel Drive Fremont, CA 94538

Duties Performed

Responsible for the completeness and accuracy of the financial statements of Hyve Solutions, the data-center infrastructure business of Synnex Corporation, a Fortune 200 company.

2nd

06/15/2017 to Present

Dates (Month, Day, Year) From - To

2

Hours per Week Worked?

Volunteer Work?

☒ Yes ☐ No

Trustee

Position Title

Employer's Name and Address

Contra Costa Mosquito & Vector Control District 155 Mason Circle Concord, CA 94520

Duties Performed

The Board of Trustees sets policy, establishes the annual budget, approves expenditures and provides community oversight of the District.

3rd

08/15/2006 to 01/31/2014

Dates (Month, Day, Year) From - To

50

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Group Financial Controller

Position Title

Employer's Name and Address

DTG International GmbH Hardturmstrasse 105 CH-8005, Zurich Switzerland

Duties Performed

Responsible for the completeness and accuracy of the financial statements of DEK, a subsidiary of the Dover Corporation.

[Peter Pay -
Volunteer Professional Resume.pdf](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Nextdoor

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Peter Pay TD, BA (Hons), BFP, FCA

San Ramon, CA 94583

CURRENT VOLUNTEER POSITIONS

Trustee of Contra Costa Mosquito & Vector Control District

June 2017 to Present

San Ramon's representative on the Board of Trustees and a member of the Audit and Personnel Committees. The Board of Trustees sets policy, establishes the annual budget, approves expenditures and provides community oversight of the District.

San Ramon Valley Community Emergency Response Team (CERT) October 2016 to Present

CERT Instructor, I teach Fire Suppression, Terrorism, Medical Operations I and CERT Animal Response modules in the CERT Basic Training class which is run by San Ramon Valley Fire Protection District three times a year

East Bay Regional Park District – Volunteer Trail Safety Patrol

August 2016 to Present

June 2005 to May 2007

Member of the Companion Dog Patrol together with Hagrid, our Guide Dog career change Black Labrador. The unit's mission is to observe, report and educate. Regular patrols in various EBRPD parks, including Las Trampas Regional Wilderness, Bishop's Ranch Regional Preserve, Dublin Hills Regional Park and the Iron Horse Regional Trail from Dublin to Danville.

PRIOR VOLUNTEER EXPERIENCE

Contra Costa County Sheriff's Office

January 2006 to August 2016

Sworn in as a Reserve Deputy Sheriff in June 2007. I had a number of assignments including the Reserve Transportation Unit, County Patrol and the City of Lafayette, for which the Sheriff's Office provides police services under contract. I was the driving force behind the creation of the Reserve Bicycle Unit in March 2010.

San Ramon Soccer / US Soccer Federation

August 2002 to December 2005

Soccer referee (Grade 8). Officiated Under 7 to Under 16 Recreation League games.

American Red Cross – Bay Area Chapter

April 2002 to January 2006

Volunteer Health and Safety Instructor and "Authorized Provider". I taught a variety of First Aid and CPR classes, including Pet First Aid.

British Army Reserve

1979 to 1998

Joined as an enlisted soldier while at High School. While attending university I served in the University Officer Training Corps and received a commission in 1981. Subsequently served in infantry and logistics units. Successfully completed the Reserve Command & Staff Course in 1996.

ADDITIONAL INFORMATION

- Pet First Aid Instructor, certified by the Emergency Care & Safety Institute (ECSI).
 - I regularly teach Pet Aid & CPR classes at Marin Humane Society, Peninsula Humane Society & SPCA, Sonoma Humane Society and the East Bay Regional Park District.
- Animal Sheltering course – February 2017
 - Contra Costa County Animal Response Team (CART)
- FEMA individual study courses:

IS-10 : Animals in Disasters : Awareness & Preparedness	IS-11 : Animals in Disasters : Community Planning
IS-100 : Introduction to Incident Command System (ICS)	IS-111 : Livestock in Disasters
IS-200 : ICS for Single Resources & Initial Action Incident	IS-244 : Developing and Managing Volunteers
IS-317 : Introduction to CERT	IS-700 : National Incident Management System (NIMS)
IS-800 : National Response Framework, an Introduction	

- US citizen & British (UK) citizen

Peter Pay TD, BA(Hons), BFP, FCA

San Ramon, CA 94583 • [REDACTED]

Chartered Accountant (English CPA)

International Finance Executive who understands that the global geopolitical environment directly impacts business opportunities and risks. Proven ability to form, develop and retain global, high-performance teams based on skill, trust and respect. Strong hands on, cross-cultural knowledge and skills with experience in Asia, the US and Europe. Select contributions:

Strategic analysis of revenue streams

- Resulted in a 40% reduction in gross revenue, a 100% increase in the gross margin percentage and a 65% increase in EBITDA.

Finance Department Process Performance Indicators (PPIs)

- Reduced >30 Days Past Due by \$2M (30%) in six months.
- Reduced Goods Received Not Invoiced >180 Days by \$117K (86%) in 15 months.
- Reduced overhead costs by over \$500K per annum.

Process improvements and new procedures

- Designed & implemented procedures to correctly account for warranty liabilities for a \$1Bn OEM business.
- Designed & implemented policies and procedures to minimize FX volatility in the financial reporting of a \$400M foreign currency revenue stream.
- Reengineered the process for handling letters of credit resulting in a reduction in the number of discrepancies and faster payment.
- Ensured all audit recommendations (statutory and internal) are implemented within four weeks).

Overhead reduction initiatives

- Reduced company's "footprint" in the Americas from seven offices to three, saving roughly \$300K.
- Reduced finance headcount by 40% without impacting service levels or internal controls, realizing estimated savings of \$75K.

Competencies and Skills that Drive Tangible Business Outcomes

- | | | |
|------------------------|-------------------------------|---|
| ▪ External Awareness | ▪ IFRS | ▪ Cross-Functional Collaboration |
| ▪ Global Perspective | ▪ Internal Financial Controls | ▪ Broad Business Perspective |
| ▪ Sarbanes-Oxley (SOX) | ▪ Balanced Scorecard and KPIs | ▪ International Regulatory, Audit and Tax |
| ▪ GAAP | ▪ Process Improvement | ▪ Global Team Development |

A History of Partnering with Leadership as a Trusted Advisor

SYNNEX Corporation

Feb 14 to Present

A Fortune 200 (\$20B) company (SNX). SYNNEX is a leading business process services provider and a technology distributor and original equipment manufacturer servicing resellers and global technology companies, in multiple regions around the world.

WORLDWIDE CONTROLLER, Hyve Solutions, Fremont, CA

Responsible for General Ledger accounting, financial reporting and management information for the cloud computing infrastructure business which has operations in the USA, Europe & Asia.

- Implemented policies and processes to address a variety of technical issues including product acceptance and revenue recognition, foreign exchange exposures and commodity pricing.
 - Improved reporting and the internal control environment of the global manufacturing business.
-

DEK

2006 – Jan 14

\$7B US public company (DOV). DEK (a Dover subsidiary) is the \$300M global market leader in surface mount technology, semi-conductor packaging and solar cell sectors.

Hired as Financial Controller for the Americas to turn around weak finance team that was not providing strong services or providing useful information to sales-focused organization. Promoted to Group Financial Controller due to results achieved and strong international expertise.

GROUP FINANCIAL CONTROLLER, San Ramon, CA and Zurich, Switzerland (2011 – Jan 14)

Following a change from a geographical to a product line organizational structure, was promoted to corporate office and asked to lead global financial teams including nine direct reports, with a team of 45 in 11 locations. Our mission: "Fueling business success by providing a cost effective control environment which delivers accurate, pertinent, information and advice to decision makers throughout the business."

- Implemented Process Performance Indicators (PPIs) to measure the performance of finance.
- Introduced a process to identify overhead cost savings; generating annual savings of over \$500K.
- Reduced past due receivables by \$2M in six months.
- Improved the management of letters of credit and payment of receivables by implementing a streamlined process that reduced discrepancies and added new controls.

FINANCIAL CONTROLLER, AMERICAS, Santa Clara, CA (2006 – 2011)

- Reduced DEK's "footprint" in the Americas from seven offices to three, saving roughly \$300K.
- Reduced finance headcount by 40%, without impacting service levels or the internal control environment.
- Passed all annual, internal and department audits and implemented all audit recommendations within four weeks of report.
- Aligned DEK Americas' financial reporting with DEK's Five-Year Strategy Deployment Plan by implementing relevant metrics to track achievements on key milestones.
- Led project to switch DEK International's functional currency from CHF to USD.
- Developed and delivered global training to all finance users prior to a major upgrade of DEK's ERP system.

Exel Global Logistics Inc., Hayward, CA

2004 – 2006

\$10B, multi-modal, multi-site, UK listed freight forwarder and third-party logistics provider, acquired by Deutsche Post (DP) and later merged into DHL.

DIRECTOR, ACCOUNTING SERVICES

- Integrated domestic and international accounting teams, eliminating redundancies and reducing staff by 20-25 people.
- Delivered a 20% improvement in month end reporting times by automating the transfer of data from the General Ledger System to the Group Reporting System, Hyperion Enterprises 6.3.

SMF Systems Technology, San Ramon, CA

2002 – 2003

Specialized IT services company with revenues of \$30M, providing outsourced IT solutions to federal agencies including the US Army and the US Air Force.

VICE PRESIDENT, FINANCE AND ADMINISTRATION

Recruited to direct internal financial controls, budget planning and forecasting, collections, banking, cash management, tax planning, general and cost accounting functions, and human resources, and to ensure compliance with US Government and US Military contracting requirements.

- Analyzed revenue stream profitability which led to strategic change in focus. Resulted in a 40% reduction in gross revenue, a 100% increase in the gross margin percentage and a 65% increase in EBITDA.
 - Reduced labor costs 30% in the corporate office without impacting efficiency.
 - Improved communication with and the dissemination of information to the remote, customer-based work force by implementing a corporate Intranet.
-

"Big 4" Experience

KPMG Peat Marwick, Hong Kong
Price Waterhouse, Southampton, UK

Education

BA (Hons) Economics and Politics, University of York
Chartered Accountant (English CPA)
US citizen
UK citizen

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted
Airport Land Use Commission: Submitted

Contra Costa County Airports
Aviation Advisory Committee

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

Contra Costa County has shown so much growth in the last thirty years and I'm always interested what impact this has on local airports. I started flying out of Buchanan over fifty years ago when I turned sixteen and look to the future to see how aviation can be managed to benefit all.

This application is used for all boards and commissions

Chris

First Name

L

Middle Initial

Scott

Last Name


Email Address


Home Address

Suite or Apt

Danville


City

CA

State

94526

Postal Code


Primary Phone

Self

Employer

Owner

Job Title

Photographer

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ High School Diploma

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

DVC/Laney
Name of College Attended

General/Photography
Course of Study / Major

55
Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☐ Yes ☒ No

Degree Type

Date Degree Awarded

College/ University B

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

1/1/1970 - 12/20/2018

Dates (Month, Day, Year) From - To

up to 80 hrs/week

Hours per Week Worked?

Volunteer Work?

☒ Yes ☐ No

Chef

Position Title

Employer's Name and Address

Taylor Family Foundation

Duties Performed

Prepared food for volunteers during annual fundraising auction.

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

☐ Yes ☐ No

Position Title

Employer's Name and Address

Duties Performed

[Chris_Scott_Resume_1.doc](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Other

Nextdoor Danville Public
Information Officer

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Chris Scott [REDACTED] Diablo, CA 94528

Chris Scott

[REDACTED]

Objective

To obtain a position at a progressive company where I can share my expertise and help build a strong synergy between the organization, my team and myself.

Attributes

- Strong organizational, communicative, and time management skills
- Excellent coordinator
- Group leader
- Dedicated and dependable worker
- Fast learner and motivated to deliver positive business results
- Adapts quickly to changing environment
- Ability to identify and troubleshoot critical issues

Education

Laney College, Oakland, Ca. (2 Years)

Advanced Photography Program

Experience

Business Owner

Chris Scott Photography (1970 - Present)

- Managed my commercial photography studio in San Francisco
- Worked with ad agency art directors and designers in development of ad campaigns and corporate collateral material
- Organized and photographed products for catalogs
- Coordinated studio and location assignments to fulfill clients' needs
- Covered editorial photo assignments for trade and local magazines and news publications
- Clients include Racor, Sonoma Academy, Zolo Coffee Roasters, Kaiser, Tenet Healthcare, John Muir Health, Apple, Diablo Magazine, Guitar Player Magazine, Mulholland Leather, Dinucci Corporation, Taylor Made Office Systems, Bond Manufacturing...and more

Cal Sports Photo (2004 - Present) www.calsportsphoto.com

- Personally shot over 1.5 million photos since inception in 2004
- Managed a team of photographers and processing staff generating income at local sports events
- Managed my storefront for online sales
- Organized photo shoots with schools and youth sports tournaments to deliver high quality action shots of players
- Maintained archives of all images for accessibility for future purchases

Skills & Expertise

Customer Service/Operations Management/Cost Control

Project Coordination/Inventory Management/Food Quality Control

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

member at-large

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I love flying and I love airplanes. Knowledgeable on airline disasters, was almost one of them. (KAL007) Currently I live and Work very close to concord airport and would like to volunteer for the member at-large position. Living in concord I am situated in the middle of Supervisorial District Map (IV).

This application is used for all boards and commissions

Harold

First Name

Wong

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

Concord

City

CA

State

94520

Postal Code

Primary Phone

Gateway

Employer

System Architect

Job Title

Technology

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Bachelor of science

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

Brooklyn College

Name of College Attended

Psychology

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☒ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University B

Polytechnic U

Name of College Attended

Information Systems

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☐ No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

1/1/2016-Now

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

System Architect

Position Title

Employer's Name and Address

Gateway LC 1070 Concord Ave, concord ca 94520

Duties Performed

2nd

9/2014-12/2015

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

IT Operations and Admin

Position Title

Employer's Name and Address

Zinio 120 Post St, Sanfrancisco ca 94102

Duties Performed

3rd

12/12-10/14

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

IT manager

Position Title

Employer's Name and Address

Gearly LSF 655 Montgomery St, san francisco ca 94102

Duties Performed

[harwong.docx](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Newspaper Advertisement

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree

Harold Y Wong

[REDACTED], Concord CA 94520 [REDACTED]
[REDACTED] [REDACTED]

Professional Experience

- **Gateway Learning Group** (Current) San Francisco, CA
System Architect
 - HIPAA Compliancy (Technology)
 - Email encryption and Archiving
 - Telehealth Program
 - eDiscovery Request Procedures
 - Information Security
 - Systems
 - JIRA – Planning, Implementation, workflows, and training
 - Google Apps – Migration, inbox archiving, internal sites (Portal) in addition to super admin functions
 - Ring Central – IVR and Ring group setup in addition to phone tree and deployment
 - Migration to AWS
 - IT OPS
 - Helpdesk and user training
 - Client On/Off boarding workflows
 - Staff On/Off boarding workflows
 - Productivity /BI with Office 365, Gsuite, Tableau -> MS SQL
 - Networking: SonicWall deployment, setup, VPNs and configuration. Ubiquiti access point, IP security cameras
 - AWS deployment and migration from datacenter/on prem
 - Monitoring – New Relic / Icinga via Nagios
- **Zinio, LLC.** (2014 – 2016) San Francisco, CA
IT & Operations Supervisor
 - Systems administration
 - Helped maintain Production, Int, test, dev, stable environments
 - Datacenter Management – Contracts, updates/patches, new machine allocation
 - Virtualization, most of our environment was virtualized on VMware's Vsphere
 - SAN / NAS, maintained on prem storage for fast access
 - FTP, maintained FTP server, user maint and fixing broken permissions
 - JIRA / Confluence deploy, administration and maint
 - MS SQL / Rabbit MQ, repairing tables and clearing dead Rabbit Message Queues
 - Monitoring
 - Maintained Icinga Server, deployment of new nodes, and removed depreciated ones
 - Kept nagios happy
 - New Relic
 - Helped maintain a 99.99+ % uptime
 - Dev Ops
 - Deployments / Rollbacks
 - Chef server

Harold Y Wong

Concord CA 94520 <https://www.linkedin.com/in/haroldwong>

- CDN, Caching, Load Balancing
- Extraction / Elastic Search
- Automation and Scripting
- IT Ops
 - Help Desk White Glove support (Executives)
 - Google Apps Super Admin, auditing, user backup and removal
 - Mail migration project, Exchange -> Google
 - Budgeting and Purchasing
 - Documentation
- Networking
- **Geary LSF Group Inc.** (2012-2014) San Francisco, CA
IT and Operations Manager
- **Google** (2012) Mountain View, CA
Chrome OS Operations
- **Da Jiang Dev Co** (2011-2012) Behai, China
Technical Manager
- **Warshaw Inc** (2002-2011) New York City, NY
IT Manager, Operations Supervisor
- **Madison Computer Corp** (1999-2001) New York City, NY
IT Technician and Sales

Education Experience

- Stanford – Non Matriculated Stanford, CA
- Brooklyn College (2005-2007) Brooklyn, NY
- Borough of Manhattan College (2003-2005) New York, NY
- NYU Polytechnic University (2000-2003) Brooklyn, NY
- Brooklyn Technical High School (1996-2000) Brooklyn, NY

Community Service

- Lions Club International – New York Wall Street & Tribeca Chapters
President 2009-2010
- New York University Downtown Hospital
- Brooklyn Public Library

Application Form

Profile

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

Interesting position which fits my Aviation back ground.

This application is used for all boards and commissions

Moe

First Name

R.

Middle Initial

Zendenam

Last Name

Email Address

Home Address

Suite or Apt

Walnut Creek

City

CA

State

94598

Postal Code

Primary Phone

Self

Employer

Owner

Job Title

Owner

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Certificate

If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

Embry Riddle Aeronautical Univ.

Name of College Attended

Aviation management and
teaching

Course of Study / Major

Certs.

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

☐ Yes ☒ No

N/A

Degree Type

2014

Date Degree Awarded

College/ University B

St. Louis University

Name of College Attended

Aeronautical engineering

Course of Study / Major

Aeronautical engineering

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

Engineering

Degree Type

1980

Date Degree Awarded

College/ University C

University of DC

Name of College Attended

Aerospace sciences

Course of Study / Major

Included

Units Completed

Type of Units Completed

☒ Quarter

Degree Awarded?

☒ Yes ☐ No

Associate of science airframe and
power plant

Degree Type

1977

Date Degree Awarded

Other schools / training completed:

University of Nevada and Las
Vegas

Course Studied

Hours Completed

Certificate Awarded?

☒ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

2/2/1997-6/1/2014

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Professor

Position Title

Employer's Name and Address

Various employees throughout the nation

Duties Performed

Teach aviation sciences and engineering

2nd

6/30/1869-4/30/1996

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Engineering inspector

Position Title

Employer's Name and Address

United airlines at San Francisco Airport California

Duties Performed

Inspection

3rd

5/1/1981-5/1/1987

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Jumbo jet fly to engineering

Position Title

Employer's Name and Address

U. S. Air Force Reserve

Duties Performed

Aviation / Flying jumbo jets

[Upload a Resume](#)

Final Questions

How did you learn about this vacancy?

☒ Other

[Next-door publication](#)

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

☒ I Agree



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

5.

Meeting Date: 02/13/2019

Subject: Discuss the progress regarding the Byron Airport General Plan Amendment (Will Nelson, Department of Conservation and Development)

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: Will Nelson, Department of Conservation and Development

Contact: Beth Lee, (925) 681-4200

Referral History:

The Airport Committee, at their September 24, 2012, meeting, directed Airports staff to schedule the use of the Mariposa Community Benefits Fund for the full Board of Supervisor's consideration.

On December 4, 2012, the Board of Supervisors authorized the Department of Conservation and Development (DCD) to undertake a General Plan Amendment (GPA) study for the Byron Airport. The Board also authorized use of a portion of the Mariposa Energy Project Community Benefits Fund to perform the GPA study.

The Byron Airport Master Plan, adopted in 2005, identified a diversity of aviation and airport-related land uses for the long-term build-out of the airport. To fully implement the Airport Master Plan, it is necessary to adopt a GPA to allow for the range of contemplated land uses. The GPA requires an environmental analysis pursuant to the California Environmental Quality Act (CEQA). The GPA process is being overseen by DCD staff in collaboration with Airports Division staff.

On April 8, 2015, DCD staff issued a Request for Proposals (RFP) for the Byron Airport Development Program and CEQA Analysis. Prospective consultants had until May 8, 2015, to respond. Only two proposals were received.

On July, 1, 2015, the Airport Committee had a general discussion of the environmental process, RFP responses received, project cost, and anticipated project schedule.

On August 18, 2015, the Board of Supervisors approved a \$180,545 contract between Contra Costa County and Dudek, Inc. to prepare a development scenario for the airport and the environmental impact report (EIR) for the GPA.

On April 27, 2016, the Airport Committee had a general discussion regarding the project and the progress of the environmental review. Staff and Committee members expressed dissatisfaction with the progress to date.

In the weeks following the April 2016 meeting, staff of DCD and Airports and the consultant, had several email exchanges and phone calls to determine why the environmental review was not proceeding as originally anticipated. The consultant indicated they had difficulty formulating an acceptable project description, which forms the basis for the environmental review, because:

- The Airport Land Use Compatibility Plan (ALUCP) predates the 2005 Byron Airport Master Plan and does not accurately reflect proposed aviation activities and proposed non-aviation development.
- The ALUCP policies for Byron Airport are overly restrictive compared to those for Buchanan Airport and relative to current guidance per the California Airport Land Use Planning Handbook published by Caltrans.
- While ALUCPs generally do not apply to airports themselves, the 2005 Master Plan specifically states that the policies and regulations of the ALUCP are applicable to the airport property, thereby artificially limiting what can occur on Airport property.

Staff and the consultant determined that the best course of action would be to expand the scope of the current environmental review to include updating the portions of the ALUCP pertaining to Byron Airport. While this would extend the project timeline and increase cost, the final product would be a General Plan, zoning, ALUCP, and Master Plan for Byron Airport that were consistent and compatible.

On July 20, 2016, the Airport Committee reviewed the revised scope of work and directed staff to prepare a contract amendment for approval by the Board of Supervisors.

On March 8, 2017, the consultant presented the Airport Committee with updated development scenarios for Byron Airport. In the months following the Airport Committee meeting, DCD and Airports staff had additional meetings regarding the ALUCP update and the project's interplay with the East Contra Costa County Habitat Conservation Plan. This led to further refinements of the project description.

With the project description seemingly finalized, on September 20, 2017, DCD issued the Notice of Preparation (NOP), which is the first formal step in the EIR process. The NOP portion of the process provides an opportunity for public agencies and the general public to comment on the scope of the environmental analysis to be included in the draft EIR (DEIR). The NOP portion of the process was completed in October 2017.

In September 2017, Airports staff began discussions with Caltrans regarding the airport classification (rural versus suburban) applied to Byron Airport. This classification affects the allowable intensity of aviation and airport-related development, which could negatively impact the airport's long-term economic viability. Classifying Byron as a suburban airport would be more consistent with the Federal Aviation Administration's designation of it as a reliever airport and with the long-term build out as detailed in its Master Plan. However, Byron Airport is surrounded by land outside the Urban Limit Line, which gives the perception that the airport should be classified as rural.

Dudek's work on the DEIR slowed significantly while the airport classification issue was being resolved because the project's impacts in certain environmental topic areas (e.g., Traffic, Air Quality, Greenhouse Gas Emissions, Noise, Energy) cannot be determined if the intensity of the development is unknown.

In January 2018, Airports staff received a letter of interest from Mark Scott Construction, Inc., to develop and lease a light industrial project on the 36.3 acres located generally northeast of the main runway that are designated for airport-related development.

In March 2018, Dudek indicated that the administrative draft EIR (ADEIR) would be submitted for County staff's review in June or July, and that completion of the Transportation section was delaying the submittal. Throughout 2018 the project was delayed by Dudek's traffic subconsultant's inability to complete the traffic impact analysis (TIA) that forms the basis for the DEIR Transportation section.

In May 2018, Dudek presented the draft ALUCP update materials to the Airport Land Use Commission. Following this meeting, the project description was again refined.

In August 2018, the Mark Scott proposal was expanded to potentially include an 11.67-acre private parcel located on Armstrong Road between airport property and the Byron-Bethany Irrigation District Canal. Because this private property was not part of the original EIR scope, it was necessary to perform additional environmental studies and revise several sections of the ADEIR (e.g., Aesthetics, Biological Resources, Cultural Resources, Hazardous Materials). The expansion also pushed the overall project over the threshold for requiring a water supply assessment (WSA) pursuant to Senate Bill 610. Ultimately these revisions to the ADEIR and preparation of the WSA have caused little-to-no delay because of the ongoing delay related to the traffic analysis.

On November 6, 2018, Dudek submitted the TIA for staff's review. The analysis assumed a substantial portion of the future development might be commercial, which inflated the projected trip generation to an unrealistic level. The proposed mitigation measures, which included installation of traffic signals at several local intersections and construction of new turn pockets and lanes, were impractical and cost prohibitive.

On December 13, 2018, Airports staff met with Dudek to again revise the project description so that a new, more realistic TIA could be prepared.

Referral Update:

On December 13, 2018, Dudek submitted the first few sections of the ADEIR for staff's review. Additional sections have been submitted since, though the Transportation section remains outstanding. Once the entire ADEIR is submitted, it will take several weeks for staff to review the document and Dudek to make necessary revisions.

Recommendation(s)/Next Step(s):

Byron General Plan Amendment Update (Review and Discuss). The DEIR is expected to be ready for public review in the February-March 2019 timeframe. The next step after completion of the DEIR will be the public review period, which will last from 45-60 days.

Fiscal Impact (if any):

As amended, the contract with Dudek is for \$223,801, to be paid out of the Mariposa Community Benefits Fund. There is a pending contract amendment for approximately \$49,000, which has not yet been approved by the Board. These figures do not include County staff costs associated with the project.

Attachments

Remaining Actions for Completing Byron GPA

Timeline for Remaining Tasks for Completion of Byron Airport General Plan Amendment and Airport Land Use Compatibility Plan Update

Task	Timeframe	Notes
1. County staff review of Administrative Draft Environmental Impact Report (ADEIR) and Completion of Draft EIR (DEIR)	Begun in December 2018; completion date unknown (assume March 1, 2019, for purposes this schedule)	Depends on how quickly staff can review the ADEIR and how much revision is necessary. Most of the ADEIR has been submitted to the County, but the Transportation and Cumulative Impacts sections are still outstanding.
2. DEIR public review period	45-60 days (Ends April 15-May 1)	Minimum statutory requirement is 45 days. Review period may be extended to 60 days upon request by a member of the public or a public agency.
3. Prepare Final EIR	Unknown; assume 6 weeks (Ends June 1-June 15)	Depends on the quantity and complexity of the comments submitted on the DEIR.
4. Prepare staff report, findings, conditions of approval, and resolution for County Planning Commission (CPC) hearing	4-6 weeks (Ends July 1-August 1)	Estimate based on the work involved and necessary internal reviews. Because three departments are involved (Conservation and Development, Public Works, and County Counsel), a timeframe for this task is difficult to accurately predict.
5. Public notification period for CPC hearing and action by CPC	July 10 or 24, August 14 or 28 (Actual hearing dates)	Statutory requirement for notification is 10 days, but notification materials must be provided to the newspaper 14 days ahead of the hearing. Thus, missing the newspaper deadline can cause a two-week delay. This timeframe also assumes only one hearing is necessary. Add two weeks for each continuation to another hearing date.
6. Prepare staff report and resolution for Board of Supervisors hearing	4 weeks	Estimate based on work involved and necessary internal reviews.
7. Airport Land Use Commission hearing for adoption of Airport Land Use Compatibility Plan Update	August or September	Likely to occur between CPC and Board hearings.
8. Public notification period for Board of Supervisors hearing and adoption by Board	August 6 September 10, 17, or 24 (Actual hearing dates)	Same as Task 5 note except the Board generally meets weekly, so missing the newspaper deadline causes a one-week delay. Also, because the County Administrator sets the final agenda for Board hearings, no particular hearing date can be guaranteed. Board also goes on break during most of August.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

6.

Meeting Date: 02/13/2019

Subject: Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson)

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: Maurice Gunderson, Aviation Advisory
Committee Chair

Contact: Beth Lee, (925)
681-4200

Referral History:

Not applicable.

Referral Update:

Not applicable.

Recommendation(s)/Next Step(s):

Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson)

Fiscal Impact (if any):

Not applicable.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

7.

Meeting Date: 02/13/2019

Subject: Review and recommend allocation of approximately \$50,000 from the Mariposa Community Benefit fund to complete the FAA process to re-designate 36-acre

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

The Airport Committee, at their September 24, 2012 meeting, directed Airports staff to schedule the use of the Mariposa Community Benefits Fund for the full Board of Supervisor's (Board) consideration.

On December 4, 2012, the Board authorized the Department of Conservation and Development (DCD) to undertake a General Plan Amendment (GPA) study for the Byron Airport.

On December 4, 2012, the Contra Costa County Board of Supervisors authorized the use of a portion (up to \$250,000) of the Mariposa Energy Project Community Benefits Fund to perform a GPA and related land use and environmental studies for the Byron Airport.

Referral Update:

The Byron Airport (Airport) Master Plan, that was approved in 2005 identified a diversity of aviation and aviation-related land uses for the long-term build-out and economic sustainability of the Airport. To fully implement the Airport Master Plan, it was necessary to undertake a GPA process to provide consistency with and allow for the broad range of, contemplated land uses. The GPA requires an environmental analysis of the proposed changes before the amendment can be considered for approval.

DCD is managing the GPA process that also includes amendments to the Airport P-1 Planned Unit District Zoning text and the associated environmental analysis. The initial project cost range of \$90,000 to \$250,000, depending on the elements identified during the environmental review, did not include updating the Byron Chapter of the Airport Land Use Compatibility Plan (ALUCP). Updating the Byron Chapter of the ALUCP was found to be necessary to be consistent with the GPA. As such, on July 18, 2018, the Airport Committee supported using \$49,250 of the Mariposa Community Benefit Fund for the ALUCP update. On August 14, 2018, the Board

approved the use of \$49,250 of the Mariposa Community Benefit Fund for the ALUCP update. As such, the total amount of the Mariposa Community Benefit Fund allocated to this project increased to \$299,250.

During the course of preparing the GPA process documents, additional land and environmental analysis were identified as necessary to complete the process and achieve consistency with governing policies and plans. This item represents the first, and item number 8 below details the second, request for added funding from the Mariposa Community Benefit Fund related to the Byron Airport GPA process.

On April 24, 2018, the Board authorized staff to negotiate a ground lease and development terms for approximately 36-acres of County owned land at the Byron Airport. The proposed use was for a compatible non-aviation development on land described for non-aviation use in the Byron Airport Master Plan (Airport Master Plan). This land, however, was not formally released for non-aeronautical use by the Federal Aviation Administration (FAA). A land release request package must be prepared in order for the FAA to make a determination. As the requested action could result in a change to the Airport Master Plan, the land release request package must comply with the National Environmental Policy Act (NEPA). The cost to prepare a documented categorical exclusion (CATEX) is approximately \$50,000. It is possible that an Environmental Assessment may be required if there are identified critical items during the preparation of the CATEX or if the FAA determines that a higher level NEPA evaluation is necessary. Completion of the GPA process and FAA release of the 36-acres for non-aeronautical use is required before a lease can be executed.

In accordance with the June 8, 2015, Airport Committee directive, Airports staff is requesting an additional \$50,000 of the Mariposa Community Benefit Fund to prepare a land release request package for the FAA to allow for 36-acres of non-aeronautical use at the Byron Airport.

Recommendation(s)/Next Step(s):

Review and recommend allocation of approximately \$50,000 from the Mariposa Community Benefit fund to complete the FAA process to re-designate 36-acres of airport land for non-aeronautical use. This is a general discussion regarding the use of a portion of the Mariposa Community Benefit Fund to prepare a land release request package for the FAA in order to allow non-aeronautical use of 36-acres at the Byron Airport. This item will also be reviewed and discussed with the Aviation Advisory Committee at their February 14th meeting.

Fiscal Impact (if any):

While the land release and change to the Airport Layout Plan (ALP) are necessary to provide land use consistency with the approved Byron Airport Master Plan, these items are not eligible for FAA funding. To date, \$234,423 has been spent from the Mariposa Community Benefit Fund for the GPA process. This funding request is consistent with the Board's previously approved use of a portion of the Mariposa Community Benefit Fund for the Byron GPA project. Allocating an additional \$50,000 for the release of land for non-aeronautical use at the Byron Airport will result in approximately \$503,165 remaining in the Mariposa Community Benefit Fund for other Byron Airport projects.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

8.

Meeting Date: 02/13/2019

Subject: Review and recommend allocation of approximately \$49,000 from the Mariposa Community Benefit fund to complete a water service analysis at Byron Airpor

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

The Airport Committee, at their September 24, 2012 meeting, directed Airports staff to schedule the use of the Mariposa Community Benefits Fund for the full Board's consideration.

On December 4, 2012, the Board authorized DCD to undertake a GPA study for the Byron Airport.

On December 4, 2012, the Contra Costa County Board authorized the use of a portion (up to \$250,000) of the Mariposa Energy Project Community Benefits Fund to perform a GPA and related land use and environmental studies for the Byron Airport.

Referral Update:

The Byron Airport (Airport) Master Plan, that was approved in 2005 identified a diversity of aviation and aviation-related land uses for the long-term build-out and economic sustainability of the Airport. To fully implement the Airport Master Plan, it was necessary to undertake a GPA process to provide consistency with and allow for the broad range of, contemplated land uses. The GPA requires an environmental analysis of the proposed changes before the amendment can be considered for approval.

DCD is managing the GPA process that also includes amendments to the Airport P-1 Planned Unit District Zoning text and the associated environmental analysis. The initial project cost range of \$90,000 to \$250,000, depending on the elements identified during the environmental review, did not include updating the Byron Chapter of the Airport Land Use Compatibility Plan (ALUCP). Updating the Byron Chapter of the ALUCP was found to be necessary to be consistent with the GPA. As such, on July 18, 2018, the Airport Committee supported using \$49,250 of the Mariposa Community Benefit Fund for the ALUCP update. On August 14, 2018, the Board approved the use of \$49,250 of the Mariposa Community Benefit Fund for the ALUCP update.

As such, the total amount of the Mariposa Community Benefit Fund allocated to this project increased to \$299,250.

During the course of preparing the GPA process documents, additional land and environmental analysis were identified as necessary to complete the process and achieve consistency with governing policies and plans. This item represents the first, and item number 8 below details the second, request for added funding from the Mariposa Community Benefit Fund related to the Byron Airport GPA process.

On April 24, 2018, the Board authorized staff to negotiate a ground lease and development terms for approximately 36-acres of County owned land at the Byron Airport. The proposed use was for a compatible non-aviation development on land described for non-aviation use in the Byron Airport Master Plan (Airport Master Plan). This land, however, was not formally released for non-aeronautical use by the Federal Aviation Administration (FAA). A land release request package must be prepared in order for the FAA to make a determination. As the requested action could result in a change to the Airport Master Plan, the land release request package must comply with the National Environmental Policy Act (NEPA). The cost to prepare a documented categorical exclusion (CATEX) is approximately \$50,000. It is possible that an Environmental Assessment may be required if there are identified critical items during the preparation of the CATEX or if the FAA determines that a higher level NEPA evaluation is necessary. Completion of the GPA process and FAA release of the 36-acres for non-aeronautical use is required before a lease can be executed.

In accordance with the June 8, 2015, Airport Committee directive, Airports staff is requesting an additional \$50,000 of the Mariposa Community Benefit Fund to prepare a land release request package for the FAA to allow for 36-acres of non-aeronautical use at the Byron Airport.

This is the second request for the use of an additional \$49,000 from the Mariposa Community Benefit Fund to perform a water supply assessment (WSA) and environmental studies for a 11.7-acre parcel adjacent to the Byron Airport. A WSA, under Senate Bill 610, determines the water supply sufficiency for the existing and other planned future land uses at the Byron Airport. The WSA is necessary in order to expedite implementation and development at the Byron Airport consistent with the Airport Master Plan and completion of the associated GPA process. The cost to prepare the WSA is about \$35,920.

The prospective developer (Developer) of the 36-acres described in #7 above has been preparing potential site plans for the proposed non-aviation development. The portion of the property adjacent to Armstrong Road is irregular in shape and has limited street access for ingress and egress. To improve the parcel configuration and future usage, the Developer discussed acquiring an adjacent 11.7-acre parcel with the landowner who is interested in selling the property. The intent would be to incorporate the added 11.7-acre property into the non-aviation development and to ultimately convey the property to the County for the Byron Airport. As a result, additional environmental studies are needed to include the 11.7-acre property in the Byron Airport GPA program. The cost for the environmental studies is about \$14,100.

Recommendation(s)/Next Step(s):

Review and recommend allocation of approximately \$49,000 from the Mariposa Community Benefit fund to complete a water service and environmental analysis at Byron Airport. This is a general discussion regarding the use of a portion of the Mariposa Community Benefit Fund to prepare a water service assessment and to perform an environmental analysis of the adjacent 11.7-acre parcel for inclusion in the Byron Airport GPA process. This item was reviewed and discussed with the Aviation Advisory Committee at their December 13, 2018, meeting.

Fiscal Impact (if any):

The water service assessment and environmental studies are not eligible for Federal Aviation Administration (FAA) funding. To date, \$234,423 has been spent from the Mariposa Community Fund for the GPA process. This funding request is consistent with the Board of Supervisors previously approved use of a portion of the Mariposa Community Benefit Fund for the Byron GPA project. If the funding request in #7 above is supported, allocating an additional \$50,000 for these Byron GPA activities will result in approximately \$453,165 remaining in the Mariposa Community Benefit Fund for other Byron Airport projects.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

9.

Meeting Date: 02/13/2019

Subject: Review and recommend allocation of approximately \$105,000 from the Mariposa Community Benefit fund to consider the purchase of a modular Aircraft Resc

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Russell Milburn (925) 681-4200

Referral History:

The previous Aircraft Rescue and Firefighting (ARFF) apparatus at the Byron Airport was stored in one of the County owned aircraft storage hangars. The replacement apparatus is too large to fit into the hangar and the Airport was going to use a portion of the 505 Eagle Court maintenance facility for storing the apparatus. However, a business expressed interest in that facility so the Airport would like to erect a 50' by 50' storage facility properly equipped to house the ARFF apparatus in addition to consolidating all other airport equipment at Byron Airport. This would also allow the rental of additional aircraft facilities generating additional revenue.

Referral Update:

Recommendation(s)/Next Step(s):

Review and recommend allocation of approximately \$105,000 from the Mariposa Community Benefit fund to consider the purchase of a modular Aircraft Rescue and Firefighting/maintenance storage building at Byron Airport. Airport staff recommends approval of the use of the Mariposa Community Benefit Fund to purchase and erect a modular ARFF/maintenance storage building.

Fiscal Impact (if any):

Allowing the use of the Mariposa Community Benefit Fund monies will reduce the impact of the cost of an ARFF/maintenance storage building to the Airport Enterprise Fund's regular budget. It will also facilitate increased revenue by the rental of aircraft facilities.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

10.

Meeting Date: 02/13/2019

Subject: Discuss the Selection Committee ranking for the architectural design for the Terminal building project at Buchanan Field Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

The Buchanan Field Airport Master Plan adopted by the Board on October 28, 2008, identifies a new general aviation terminal (Terminal) on the capital improvement list. The Terminal will replace the existing terminal building at the north end of John Glenn Drive. The Terminal would include space for the Airports Division Administrative staff, Airport Rescue and Fire Fighting (ARFF) staff and equipment, public space to support scheduled/unscheduled air service providers, office space for aviation businesses, and general public meeting space.

The Airports Division currently rents office space from one of the airport businesses and moving those functions into the Terminal will allow for expansion, while resulting in a long-term savings to the Airport Enterprise Fund. The first critical step in this process is to design the facility in order to refine project costs and undertake the environmental review process.

On February 27, 2018, the Board authorized the submission of an Airport Improvement Program (AIP) grant to the FAA and the California Department of Transportation-Division of Aeronautics (Caltrans) for the design of the ARFF eligible component of the new Terminal. The County was awarded a total of \$283,500 from the FAA and Caltrans for design of the ARFF facility.

On October 1, 2018, Airport staff issued a Request for Proposals (RFP) for the Terminal architectural services to the five firms prequalified as a company to perform engineering and planning services for Contra Costa County Public Works Department - Airports Division (Airports). The Proposals were due by 5:00 pm on December 13, 2018. The Airports received three proposals from The KPA Group, Stevens & Associates, and C & S Companies.

A Selection Committee comprised of County staff and members of the Aviation Advisory Committee, reviewed and scored the three proposals based on the criteria noted in the RFP. The ranking outcome was The KPA Group was the unanimous top ranked firm, C & S Companies was ranked second, and Stevens & Associates was ranked third.

Upon completion of the design process, Airport staff will forward a second FAA and Caltrans grant application approval request to the Board, while applications will seek funds for the

construction of the ARFF related Terminal components.

Referral Update:

Recommendation(s)/Next Step(s):

Discuss the Selection Committee ranking for the architectural design for the Terminal building project at Buchanan Field Airport. This is a general discussion regarding the ranking outcome to select an architectural firm to provide design and construction services for the Terminal. This item was reviewed and discussed with the Aviation Advisory Committee at their November 8, 2018, meeting. Once completed, a contract with The KPA Group will be forwarded to the Board for their consideration.

Fiscal Impact (if any):

The total cost for architectural services through construction is \$1,092,209 of which \$765,002 is related to the Terminal design. The County received a grant in the amount of \$270,000 from the FAA and \$13,500 from Caltrans for the design of the ARFF facility. The Airport Enterprise Fund will pay the grant match and all non-grant eligible costs, including the design of the Airport's administrative office space and general aviation portion of the facility.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

11.

Meeting Date: 02/13/2019

Subject: Discuss the Selection Committee ranking to lease the maintenance hangar located at 505 Eagle Court at Byron Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

In November 2018, the Contra Costa County Public Works Department – Airports Division received notices of interest to lease a 7,500 square foot County owned aircraft maintenance hangar building at the Byron Airport.

On December 5, 2018, a RFP was issued to existing businesses and interested parties list for both airports as there was competitive interest in the lease of this building. The proposal deadline was January 7, 2019. The County received two proposals from Skyview Aviation and West Coast Sports, Inc. (d/b/a Bay Area Skydiving).

A Selection Committee comprised of County staff and members of the Aviation Advisory Committee, reviewed and scored the two proposals based on the criteria noted in the RFP. The ranking outcome was Skyview Aviation was the unanimous top ranked firm and West Coast Sports, Inc. was ranked second.

Referral Update:

Recommendation(s)/Next Step(s):

Discuss the Selection Committee ranking to lease the maintenance hangar located at 505 Eagle Court at Byron Airport. This is a general discussion regarding the ranking outcome to select a tenant to lease the maintenance building at the Byron Airport. This item was reviewed and discussed with the Aviation Advisory Committee at their December 13, 2018, meeting. Once completed, a lease with Skyview Aviation will be forwarded to the Board of Supervisors for their consideration.

Fiscal Impact (if any):

A new lease will increase revenues for the Airport Enterprise Fund.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

12.

Meeting Date: 02/13/2019

Subject: Airport Director's Report (Status of 12.1-12.4 agenda items):

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: **Contact:** Beth Lee, (925) 681-4200

Referral History:

Not applicable -see items 12.1 - 12.4

Referral Update:

Not applicable -see items 12.1 - 12.4

Recommendation(s)/Next Step(s):

Not applicable -see items 12.1 - 12.4

Fiscal Impact (if any):

Not applicable -see items 12.1 - 12.4

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

12. 1.

Meeting Date: 02/13/2019

Subject: (Airport Director's Report) 3-acre business park development, Buchanan Field Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

On December 8, 2015, the Contra Costa County Public Works – Airports Division received a letter of interest from a private party to develop an industrial business park use on approximately 3 acres of land owned by the County and located on the northeast corner of Marsh Drive and Sally Ride Drive on the west side of Buchanan Field Airport. The parcel is designated for non-aviation use on the Buchanan Field Master Plan.

Per adopted procedures, the County notified existing commercial tenants at Buchanan Field and Byron Airport and publicized the notice to solicit other competitive interest in the property. The response deadline was January 14, 2016, and the County did not receive any additional letters of interest to develop this property. On March 29, 2016, the Board authorized County staff to negotiate a lease with the proposed developer.

In November 2016, the development team submitted a development plan application to DCD for the proposed project. Public Works staff would perform the environmental analysis for the project. Airports staff will draft a lease for the 3-acre business park. The lease will be scheduled for the Board's review and consideration when the environmental review process has been completed (the lease may be approved concurrently with the environmental component).

Development of this 3-acre vacant parcel for business park use would expand economic development activity at Buchanan Field Airport and lead to increased revenues to the Airport Enterprise Fund. This development will also facilitate the growth and development as identified in the adopted Buchanan Field Airport Master Plan. A business proposal must be consistent with the Airport Master Plan and General Plan for consideration.

The project was reviewed by DCD and they found that it does not require a planning approval process. On January 11, 2017, the project sponsors submitted the paperwork necessary to initiate the environmental review process. The environmental process was estimated to take 4 to 6 months to complete. However, it has been 14 months and the environmental process is not yet done.

On Tuesday, April 10, 2018, the Board approved to lease with Montecito to develop a business park on the northeast corner of Marsh and Sally Ride Drive.

Referral Update:

The project is being reviewed for compliance with its environmental mitigation requirements which is required before submitting for building permits.

Recommendation(s)/Next Step(s):

3-acre business park development, Buchanan Field Airport (Airport Director's Report). An application will be submitted for building permits.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

12. 2.

Meeting Date: 02/13/2019

Subject: (Airport Director's Report) 4.6-acre development, Buchanan Field Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

The development site is approximately 4.6 acres of land owned by the County and located on the northwest corner of Marsh Drive and Solano Way on the north side of Buchanan Field Airport. The parcel is commonly referred to as "Parcel C" and is designated for non-aviation use on the Buchanan Field Master Plan. The parcel is partially (approximately 20%) within the unincorporated County and the balance (approximately 80%) is within the City of Concord. As such, on July 20, 2016, the Board approved an agreement between Contra Costa County and the City of Concord regarding the entitlement process for development of this parcel and the apportionment of tax revenues.

On December 6, 2016, the Board authorized Airports Staff to negotiate lease terms with another entity. Unfortunately, the other entity was unable to proceed with its proposed development and they withdrew its development interest on March 9, 2018.

On March 13, 2018, the Contra Costa County Public Works – Airports Division proactively solicited and advertised for development interest in the 4.6-acre site. The competitive solicitation process was consistent with the FAA Airports District Office's guidance for airport property use. The Airports Division received seven (7) letters of interest from private parties to develop the subject site.

On April 16, 2018, Airports Division staff distributed a RFP to select a master developer to the seven interested parties. The proposals and a \$25,000 development deposit were due on May 25, 2018. The Airports Division received two complete proposals, one from Montecito Commercial Group, LLC and a joint proposal from StoragePRO, Inc. and the Deutscher Properties Corporation.

A Selection Committee comprised of Airports Division staff, a member of the Aviation Advisory Committee, and a City of Concord staff member was convened to review and rank the two proposals. The ranking outcome was the proposal submitted by StoragePRO, Inc. and Deutscher Properties Corporation was unanimously ranked first and the proposal Montecito Commercial Group, LLC was ranked second. They have been meeting with the City of Concord to proceed

through the environmental process. On June 26, 2018, the Board authorized County staff to negotiate a lease and development terms with the respondents in ranked order.

Development of this 4.6-acre vacant parcel for commercial use would expand economic development activity at Buchanan Field Airport and lead to increased revenues for the Airport Enterprise Fund. This development will also facilitate the growth and development as identified in the adopted Buchanan Field Airport Master Plan. A business proposal must be consistent with the Airport Master Plan and General Plan for consideration.

Referral Update:

The Claremont Companies, LLC has replaced StoragePRO, Inc. in the development partnership with Deutscher Properties Corporation. Team members have been meeting with the City of Concord staff in preparation of submitting a development application.

Recommendation(s)/Next Step(s):

4.6-acre development, Buchanan Field Airport (Airport Director's Report). This is a general discussion about the status of the proposed project.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

12. 3.

Meeting Date: 02/13/2019

Subject: (Airport Director's Report) Airport Layout Plan, Buchanan Field Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

The Buchanan Field ALP needs to be updated to identify future facility needs, land use designations on airport and development direction. County staff sent a project-specific technical services solicitation to the five on-call consultants in order to determine the most qualified firm to perform this work. Public Works and Airports Division staff reviewed the proposals and determined unanimously that Kimley-Horn was the preferred consultant for this work.

On December 13, 2016, the Board approved and authorized the Director of Airports, or designee, to (i) submit and Airport Improvement Program (AIP) grant application to both the FAA and Caltrans, and (ii) sign an acceptance of funds under the California Aid to Airports Program Grant Agreement – Federal AIP Matching Funds grant program to perform an ALP update. The grant funds can be used to reimburse the Airport Enterprise Fund. In addition, the Board approved and authorized the Chair of the Board to sign a Statement of Acceptance with the FAA for grant funds to perform an ALP update. The Airports Division requested authority to execute a two-year contract (July 1, 2017 through June 30, 2019) with Kimley-Horn for \$309,400 to perform the engineering and planning for the Buchanan Field ALP update project and to conduct a FAA requested survey.

During the course of updating the ALP, a runway safety analysis and a release of approximately 16-acres of land for non-aeronautical use (see discussion below) were added to the project in order to comply with FAA requirements.

Referral Update:

The consultants are preparing the ALP text and map updates. They are also in process of preparing the land release request package and will be starting the runway safety analysis in February 2019.

Recommendation(s)/Next Step(s):

Airport Layout Plan, Buchanan Field Airport (Airport Director's Report). This is a general discussion about the status of the project and amending the contract to increase the payment limit by \$87,776 for the runway safety analysis.

Fiscal Impact (if any):

This project received approximately \$285,425 in grants from the FAA and Caltrans. Adding the runway safety analysis to the project increases to the project cost to \$397,176. The Airport Enterprise Fund will be used to cover the additional project expenses.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

12. 4.

Meeting Date: 02/13/2019

Subject: (Airport Director's Report) Release of 16-acres for non-aeronautical use, Buchanan Field Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee, (925) 681-4200

Referral History:

See 12.c. above for initial background. FAA forecasts are used to determine long-term demand for aviation facilities and the amount of land needed for those facilities. The land denoted for aviation use on an ALP correlates to the long-term aviation facility needs.

The existing ALP shows the approximate 16-acres of vacant land on the northeast of Marsh Drive and Sally Ride Drive (generally across from the Airports Division office) for aviation use. In order for that land to be used for aviation facilities, a taxilane would need to be extended from the airfield. Further, that taxilane would cross Sally Ride Drive causing it to be severed. Thus, a new second connection to Marsh Drive would be required on the north end so that tenants can continue to access their hangars/buildings once the taxilane is installed. These combined improvements would be very expensive which would likely cause the land to remain vacant and unproductive.

The current forecasts for the ALP update indicate there is substantially more land currently reserved for aviation uses than needed to meet future demand. This, combined with the high cost to connect this property to the airfield, make the 16-acres economically infeasible for aviation use. As such, it was determined that this land should be released for non-aviation use.

County staff discussed the findings the FAA Airport District Office staff and they conceptually agreed with the approach and suggested that a land release request package be prepared (see process detail in #7 above) in order for them to make a determination. The cost to prepare a documented categorical exclusion (CATEX) is approximately \$122,000. It is possible that an Environmental Assessment may be required if there are identified critical items during the preparation of the CATEX or if the FAA determines that a higher level NEPA evaluation is necessary.

Subsequently, the Airports Division received a letter of interest to develop this property for non-aviation use. A competitive solicitation process commenced and the County did not receive

any competitive interest. On December 4, 2018, the Board of Supervisors authorized negotiations for a ground lease and development terms with the Montecito Development Company, LLC for the approximate 16-acres. Completion of the FAA release of the 16-acres for non-aeronautical use is required before a lease can be executed.

Referral Update:

Recommendation(s)/Next Step(s):

12.d: Release of 16-acres for non-aeronautical use, Buchanan Field Airport (Airport Director's Report). This is a general discussion about the status of the project and amending the contract to increase the payment limit by \$122,000 to prepare a release of land request for the FAA to allow non-aeronautical use on the 16-acres.

Fiscal Impact (if any):

This project received approximately \$285,425 in grants from the FAA and Caltrans. Adding the land release request package and runway safety analysis to the to the project increases to the total project cost to \$519,176. The Airport Enterprise Fund will be used to cover the additional project expenses.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

13.

Meeting Date: 02/13/2019

Subject: Discuss and accept the Airport Committee meeting schedule for 2019

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: **Contact:** Beth Lee, (925) 681-4200

Referral History:

The Airport Committee generally meets quarterly on the second Wednesday from 11:00am until 12:00pm in March, June, September and December at Buchanan Field or Byron Airport.

Referral Update:

This is a general discussion about the proposed meeting schedule for 2019 for the Airport Committee.

Recommendation(s)/Next Step(s):

Discuss and accept the Airport Committee meeting schedule for 2019. Accept the proposed 2019 Committee meeting schedule or provide direction to staff regarding any changes thereto.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

14.

Meeting Date: 02/13/2019
Subject: Future agenda items
Submitted For: Keith Freitas, Airports Director
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:** Beth Lee, (925) 681-4200

Referral History:

Non applicable.

Referral Update:

Non applicable.

Recommendation(s)/Next Step(s):

Future agenda items. Non applicable.

Fiscal Impact (if any):

Non applicable.

Attachments

No file(s) attached.
